J3500 Tablet PC

Model T008

User's Guide

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The end user may access only one operating system language version.

L'utilisateur final ne peut accéder qu'à une seule version linguistique du système d'exploitation.

Der Endbenutzer darf nur auf eine Sprachversion des Betriebssystems zugreifen.

De eindgebruiker heeft slechts toegang tot één taalversie van het besturingssysteem.

L'utente finale può accedere a una sola lingua del sistema operativo.

El usuario final sólo podrá acceder a una versión de idioma del sistema operativo.

Loppukäyttäjä voi käyttää vain yhtä käyttöjärjestelmän kieliversiota.

Användaren har endast tillgång till en språkversion av operativsystemet.

Slutbrugeren har kun adgang til ét af operativsystemets sprogversioner.

Sluttbruker kan aksessere kun én av operativsystemets språkversjoner.

O utilizador final pode alcançar somente uma versão de língua do sistema de exploração.

O usuário final pode acessar apenas uma versão de idioma do sistema operacional.

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Getting Started 1

The Motion Computing® J3500 Tablet PC is rugged, powerful and purposely built for field professionals that require a highly mobile device for often harsh work environments. Built for business with Intel® Core vPro™ technology and running Microsoft® Windows® 7, the J3500 offers new levels of performance, security and manageability, and it's packed with integrated features that improve in-the-field productivity. Optimized for digitizer pen and touch input, users can easily navigate a variety of software applications.

The J3500 Tablet PC includes the following features:

- Intel® Core™ i7 vPro™ Processor, Intel® Core™ i5 vPro Processor or Intel® Core™ i3 Processor
- Windows® 7 Professional
- Hard Disk Drive (HDD) or Solid State Drive (SSD) *
- 12.1" AFFS+ LED Backlight digitizer widescreen (WXGA, 1280 x 800) display with either dual touch or View Anywhere® with Corning® Gorilla® Glass *
- Dual input—digitizer pen and multi-touch
- Intel® Centrino® Ultimate-N 6300 Wireless (802.11 a/b/g/n)
- Bluetooth® 2.1+EDR *
- Mobile broadband with global positioning system (GPS) receiver *
- 3.0 MP auto-focus camera with illumination light *
- Two speakers and two multi-directional array microphones
- AuthenTec AES2550 fingerprint reader
- Ports include 10/100/1000 Ethernet, microphone-in, headphone-out, external VGA, and two USB 2.0
- Smart card reader, SIM card, Express card and universal lock slots *
- Motion QuickNav
- TCG Trusted Platform Module (TPM)
- Compliant with ENERGERY STAR® product specifications for computers, Version 5.2.

* Optional features are available when you purchase your tablet.

Optional features

This section describes the optional features available when you purchase your J3500.

Mobile broadband with GPS

You can choose to purchase a J3500 Tablet PC with the optional mobile broadband with GPS module. When installed, the module provides:

- Worldwide mobile broadband support
- Worldwide global positioning (GPS) support

Motion Connection Manager is an application that you use to manage your mobile broadband and GPS network connections. For information on setting up mobile broadband, see "Set up mobile broadband with GPS" on page 11.

The GPS receiver uses satellites to determine the current location, altitude, heading and horizontal velocity of the J3500. You can use it with your preferred mapping applications to find your current and desired locations.

Security

The J3500 provides a safe computing environment that enables strong security protection and serves as the foundation for complementary security technologies. The core security features include InsydeH$_2$0™ Extensible Firmware Interface (EFI) BIOS, a built-in fingerprint reader, a universal security lock, the Dashboard Security Center, a Smart Card-ready platform and a TPM (Trusted Platform Module).

TPM is used by enterprise-level software applications to implement advanced security features such as:

- User and device authentication
- Full disk data encryption
- Restricted network access

System administrators typically configure TPM, which entails enabling TPM in the BIOS and configuring the accompanying security software provided by the TPM manufacturer, Infineon.

Touchscreen Display

The J3500 Tablet PC can be purchased with an optional dual-touch display so that you can use your finger as well as a pen.

View Anywhere display

The View Anywhere display option enhances outdoor viewing and bright-light viewing environments. The View Anywhere display includes all the features of the standard display plus:

- A protective layer that improves the sunlight contrast ratio and significantly reduces reflection and glare.
- Improved sunlight contrast ratio, which enhances viewability at wide viewing angles.
- Reduced reflection and glare and improved light pass-through efficiency.

Other optional features

Other optional J3500 features are described later:

- Bluetooth adapter, see "Set up Bluetooth" on page 11
- Camera, see "Using the camera (optional)" on page 32
- Smart card reader, see "Using the smart card reader (optional)" on page 60
- Express card slot, see "Using the Express card reader (optional)" on page 61

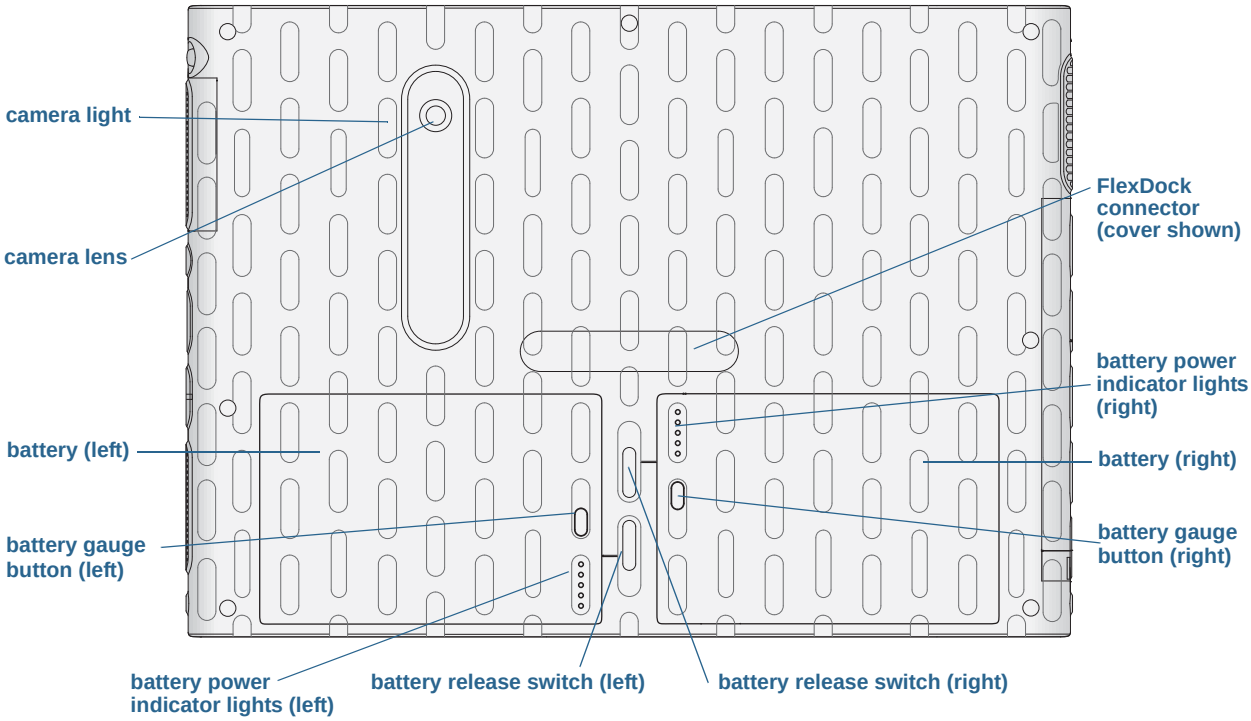
Overview of the J3500

The following illustrations show the buttons, slots and ports on the J3500 Tablet PC.

Front view

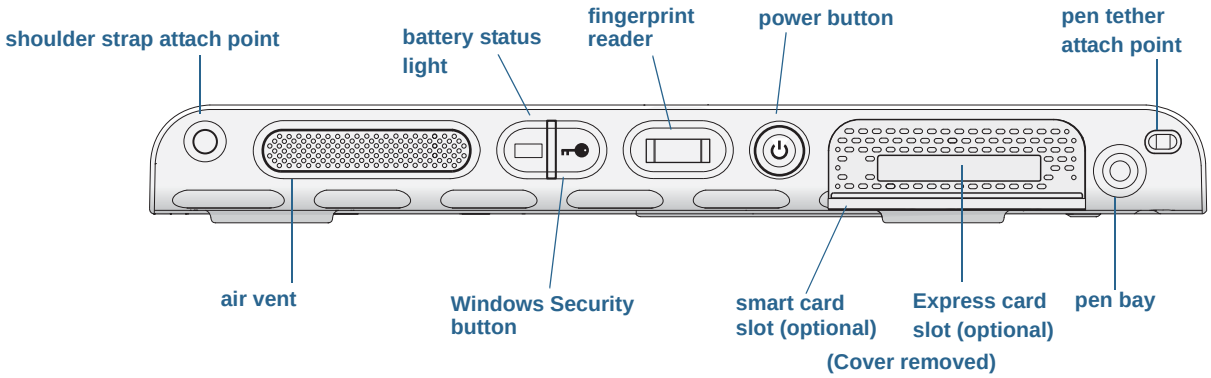
	Speakers	Listen to music or other audio.
	Microphones	Record sounds and use for speech recognition.
	Ambient light sensor	Measures background light and can automatically adjust the display brightness.
	Camera button	Trigger the integrated camera.
	QuickNav™ button	Open Motion QuickNav
	Dashboard button	Open Motion Dashboard.
	Esc button	Turn off the display.
	Directional pad	Use for basic navigation. Equivalent to the arrow keys on a keyboard. The center button is equivalent to Enter.

Back view



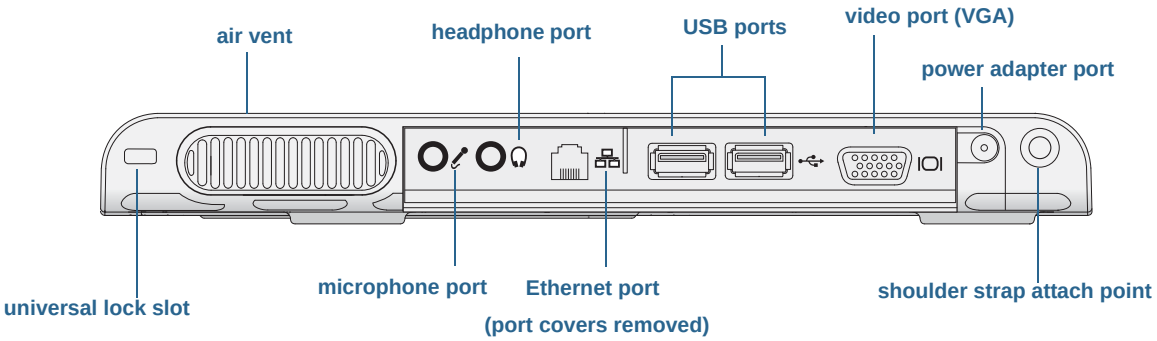
	FlexDock connector (cover shown)	Connects to the FlexDock when docked. Remove the cover before attaching the J3500 to the dock.
	Battery power indicator lights	Show the amount of remaining battery power.
	Battery	Powers the tablet PC when it is not plugged in or docked.
	Battery gauge button	Press the button to show remaining power on the indicator lights.
	Battery release switch	Slide to release and remove the battery.
	Camera lens (optional)	Capture images to the hard disk drive.
	Camera light (optional)	Provides light for the integrated camera.

Right side view



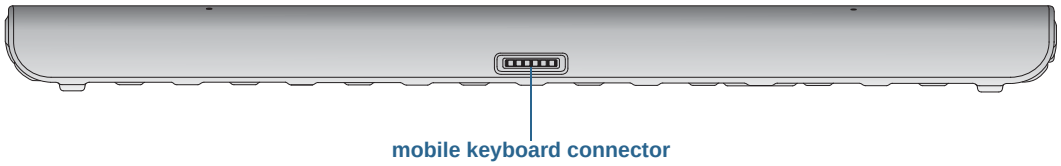
	Shoulder strap attach point	Attach point for the shoulder strap.
	Air vent	Dissipates heat from the tablet PC.
	Battery status light	Indicates amount of remaining battery power.
	Windows Security button	Use to log on to or lock the tablet PC. Equivalent to Ctrl+Alt+Del on a keyboard.
	Fingerprint reader	Scan your fingerprints for added security. You can also use the fingerprint reader as a navigation device.
	Power button	Turns the tablet PC on and off.
	Card slots cover	Covers the smart card and Express card slots.
	Smart card slot	Attach a smart card.
	Express card slot	Attach an Express card.
	Pen and pen bay	Store the pen when not in use.
	Pen tether attach point	Attach point for the pen tether.

Left side view



	Universal lock slot	Connect a security cable to protect the tablet PC from theft.
	Air vent	Dissipates heat from the tablet PC.
	Audio in/ Microphone port	Connect a microphone or other audio source using a 3.5 mm jack.
	Audio out/ Headphone port	Connect headphones, speakers, or audio equipment using a 3.5 mm jack.
	Ethernet port	Connect to a 10/100/1000 Ethernet network.
	Port covers	Covers the two sets of ports.
	USB 2.0 ports	Connect USB devices such as a mouse, digital camera, printer, or external storage device.
	Video (VGA) port	Connect an external monitor using the standard DB-15 VGA connector.
	Power adapter port	Connect the power adapter.
	Shoulder strap attach point	Attach point for the shoulder strap.

Bottom view

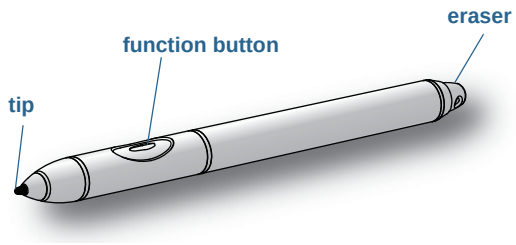


Mobile keyboard connector	Interface for the Mobile keyboard.

Pen

J3500 supports touch with a pen and optionally with your finger. You may find the pen handy when you want to write a quick email or take notes. The pen is particularly effective for precise data entry and navigation.

The pen includes a pressure-sensitive tip, a function button, and an eraser. When pressed, the function button displays a shortcut (right-click) menu. The pen contains no batteries and requires no external power.



J3500 pen

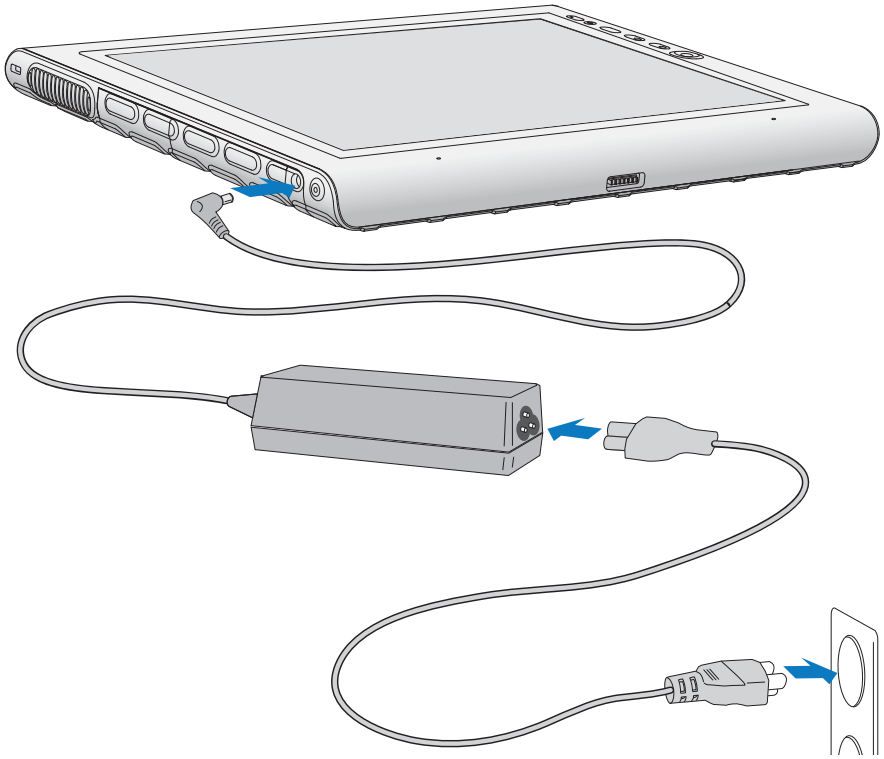
You can purchase pens from the Motion Computing Accessories page. For more information on using the pen, see “Using touch” on page 21.

Where to begin with your J3500

Here are some steps you can follow to power up and get familiar with your J3500 Tablet PC.

Step 1: Power up the tablet

1. Plug the AC adapter into the AC adapter port located on the bottom left side of the J3500.
2. Plug the power cord into an outlet.
   - The battery gauge turns amber to indicate that the battery is charging.
   - Keep the tablet on AC power until the battery is fully charged.



Power up the J3500

3. Press and release the power button located on the right side of the J3500 to turn it on.
4. Follow the on-screen instructions to set up your user account and activate Windows 7.

Step 2: Connect to a wireless network

The J3500 comes with built-in Wi-Fi. Your tablet PC may also be equipped with mobile broadband for accessing the Internet and Bluetooth.

To set up available wireless networks:

- "Enable wireless from the Motion Dashboard"
- "Set up Wi-Fi"
- "Set up mobile broadband with GPS"
- "Set up Bluetooth"

Enable wireless from the Motion Dashboard

The first task when setting up wireless is to enable the wireless network adapters from the Motion Dashboard. The Dashboard is a Motion Computing application for configuring your J3500 Tablet PC.

To enable wireless adapters

1. Open the Motion Dashboard. From the Windows task bar, tap the Motion Dashboard icon .
2. Tap **Wireless**.
3. Tap the check boxes next to all wireless networks you intend to use:
   - **Enable Bluetooth Internal Wireless**
   - **Enable 802.11 Internal Wireless**
   - **Enable Mobile Broadband with GPS** (If this option is not listed, your J3500 does not have mobile broadband capabilities.)

NOTE: To extend battery life, enable only the wireless devices that you will be using.

Set up Wi-Fi

Connect to the Internet and other computers wirelessly over Wi-Fi.

To set up Wi-Fi

1. Enable Wi-Fi from the Motion Dashboard.
2. From the notification area, tap the wireless network icon .
3. Tap the desired wireless network from the list of available networks.

Set up mobile broadband with GPS

If you purchased your J3500 with the optional mobile broadband module, you can connect to high-speed cellular networks worldwide. With the mobile broadband module and a data plan from one of several cellular network providers, you have full Internet access.

The mobile broadband module includes a GPS receiver which provides the current location of this tablet PC. With the GPS receiver, you can use most GPS navigation and mapping applications. You use the Motion Connection Manager to manage your mobile broadband and GPS network connections.

To set up mobile broadband

1. Enable mobile broadband from the Motion Dashboard.
2. Start the Motion Connection Manager. From the Start menu, select **All Programs > Motion Computing > Motion CM**.
3. Tap the help icon and select the help topic, *Setting up mobile broadband*.
4. Follow the instructions to set up a network profile and connect to the mobile broadband network.

NOTE: Before you can connect to a mobile broadband network, you must have an active account with a cellular network provider. Some providers require a SIM card for mobile broadband access; if you are not sure whether you need one, contact your mobile broadband provider.

Set up Bluetooth

Your J3500 may be equipped with the optional built-in Bluetooth adapter which provides short-range wireless connectivity with other Bluetooth enabled devices.

To set up Bluetooth

1. Enable Bluetooth from the Motion Dashboard.
2. Add a Bluetooth device:
   a. From the notification area, tap the Bluetooth icon and select **Add a Device**.
   b. Make sure the device is discoverable according to Bluetooth device manufacturer's instructions. When a Bluetooth device is discoverable, it is visible to other Bluetooth devices within range.
   c. Select the desired Bluetooth device from the list of available devices.
   d. Follow the on-screen instructions to complete the procedure.
3. Make the J3500 discoverable (visible) to other Bluetooth devices:
   a. From the notification area, tap the Bluetooth icon and select **Open settings**.
   b. On the **Options** tab, select **Allow Bluetooth devices to find this computer**.

Step 3: Get familiar with your J3500 Tablet PC

Once you've set up your J3500, take a few minutes to get familiar with your tablet PC.

- Calibrate touch. If you have a J3500 with a touchscreen display, you should adjust the touch settings by calibrating the digitizer. (The digitizer is software that detects the position of the pen or your finger on the touchscreen display.) For details, see "Calibrate touch" on page 22.
- Use Motion Computing tools to customize your tablet according to your work style. See "Using the Motion Dashboard" on page 18.
- Open the writing pad and provide handwriting samples to improve handwriting recognition. See "Entering text and handwriting recognition" on page 26.
- Take photos with the optional camera. See "Using the camera (optional)" on page 32.
- Set up speech recognition. See "Using speech recognition" on page 47.

Step 4: When you take a break

When you go away from your tablet PC for a while, you can lock it to avoid others from accessing it by pressing the Security button and put it in sleep or hibernate mode to save power by pressing the Power button.

Lock and unlock the tablet PC

To lock the tablet PC, either

- Press and the security button on the right side of the tablet.
- If a keyboard is attached, enter **Ctrl+Alt+Delete.**

To unlock the tablet

- Press the security button or **Ctrl+Alt+Delete** again.

Sleep mode

Place your tablet in sleep mode when you go away for a short period of time. Sleep mode conserves battery power while you are away and when you return, your desktop is the same as you left it. Sleep is sometimes called "stand-by."

To put the tablet in sleep mode

- Save your files.
- Press and release the power button .
  Note: While in sleep mode, the power button flashes green.

To wake up the tablet from sleep mode

- Press and release the power button .

The tablet quickly resumes activity and your desktop is the same as you left it.

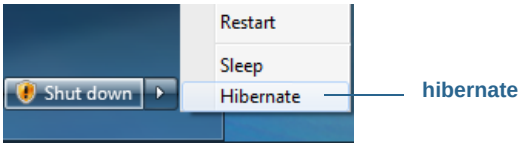
Hibernate mode

If you intend to leave your tablet for several hours or more, you can put the tablet in hibernate mode. Like sleep, when you return from hibernate, your desktop is the same as you left it.

It takes longer to start up from hibernate mode than sleep, but it consumes very little power, saves data to disk beforehand, and is still faster than starting your tablet after shutting it down.

To put the tablet in hibernate mode

- From the Start menu, tap the arrow next to **Shut down** and select **Hibernate**.



Hibernate from the Start menu

For more information on power options, see “Changing how the power button functions” on page 55.

ENERGY STAR® compliant

The default power settings on the J3500 have been selected for compliance with the ENERGERY STAR® product specifications for computers. When running on battery, the display dims after 1 minute and turns off after 2 minutes. Also, the computer goes to sleep after 10 minutes. When plugged in, the display dims after 5 minutes and turns off after 10 minutes. Also, the computer goes to sleep after 30 minutes.

ENERGY STAR qualified products and practices help you reduce energy usage and greenhouse gas emissions. Adhering to recommended power settings not only conserves electricity but also keeps equipment cool, thereby reducing the need for air conditioning, saving even more energy.

Optional setup tasks

Here are some other tasks you may want to do when you start out with your J3500.

Create a recovery image

Once you have set up your J3500 the way you like it, including installing your applications, create a system image on an external USB drive. This is a safety measure in the unfortunate event that your system stops working.

A system image is an exact copy of a drive and includes Windows 7, your system settings, programs, and files. For more information, see “Creating a system image” on page 65.

Attach the pen tether

The J3500 pen comes with a tether so that you can attach the pen to your tablet to avoid misplacing it. The tether is essentially a string with loops at each end.

To attach the pen tether

1. Slip one end of the tether through the hole at the end of the pen, then pull the pen through the loop until it is tight.
2. Slip the other end of the tether through the attach point on the J3500 then pull the pen through the loop until it is tight.

You can purchase additional pens and tethers from Motion Computing Accessories.

Connect the tablet to a docking station

The docking station for the J3500, called a FlexDock, is a separate accessory that you can purchase from the Motion Computing Accessories page.

The docking station adds functionality to your tablet, including port expansion for Ethernet, VGA monitors, and USB devices such as printers, keyboards, and mice. The docking station also charges the tablet and includes a charging bay for an extra battery. For details on installing and using the docking station, see the J-Series Tablet PC FlexDock User Guide which accompanies the docking station.

To connect the tablet to a docking station

1. Connect the AC adapter to the port on the back of the docking station.
2. If desired, connect a mouse and or keyboard to USB ports on the back of the docking station.
3. With the front of the dock facing you and holding the tablet upright, slip the tablet into the dock.

Connect the tablet to a display monitor

Connect a display monitor to your J3500 Tablet PC using the VGA port located on the docking station.

After connecting the monitor, set up the external display from the Motion Dashboard as described in “Setting up an external display” on page 44.

Connect the mobile keyboard to the tablet

The J-Series Mobile Keyboard is a thin-profile, portable keyboard that you can use with the J3500 Tablet PC. This lightweight keyboard folds up and magnetically attaches to the back of the J3500 for easy portability. This is a full-size keyboard with a palm rest and touchpad.

While the keyboard touchpad is usually enabled, you can disable the touchpad if desired. By default, the touchpad is enabled when the tablet and keyboard are turned on.

To disable the keyboard touchpad

- Press the Function key and F1 key at the same time.

To enable the keyboard touchpad

- Press the Function key and F2 key at the same time.

For more information

This *User's Guide* introduces the full set of J3500 features and provides instructions for common tasks you'll perform. The rest of this book is organized as follows:

- **Chapter 2 Using your J3500**—Provides instructions for basic J3500 tasks including how to customize your tablet to fit the way you work using Motion Dashboard, how to use the cameras, how to set up speech recognition and more.
- **Chapter 3 Caring for your J3500**—Provides suggestions for keeping your tablet in great shape.
- **Chapter 4 Troubleshooting and FAQ**s—Provides answers to common issues you may encounter as you begin to use your J3500. Also includes FAQs.

The *Getting Started* document located on the desktop provides a number of tips to get you started using the tablet quickly.

You will find other useful information on our website:

- Tablet PC Tips & Tricks
- Motion Computing Support
- Free online training videos
- Knowledge Base
- Motion Computing Accessories
- Motion Computing Store

NOTE: This guide is available in French, German, Spanish and Portuguese from the web site.

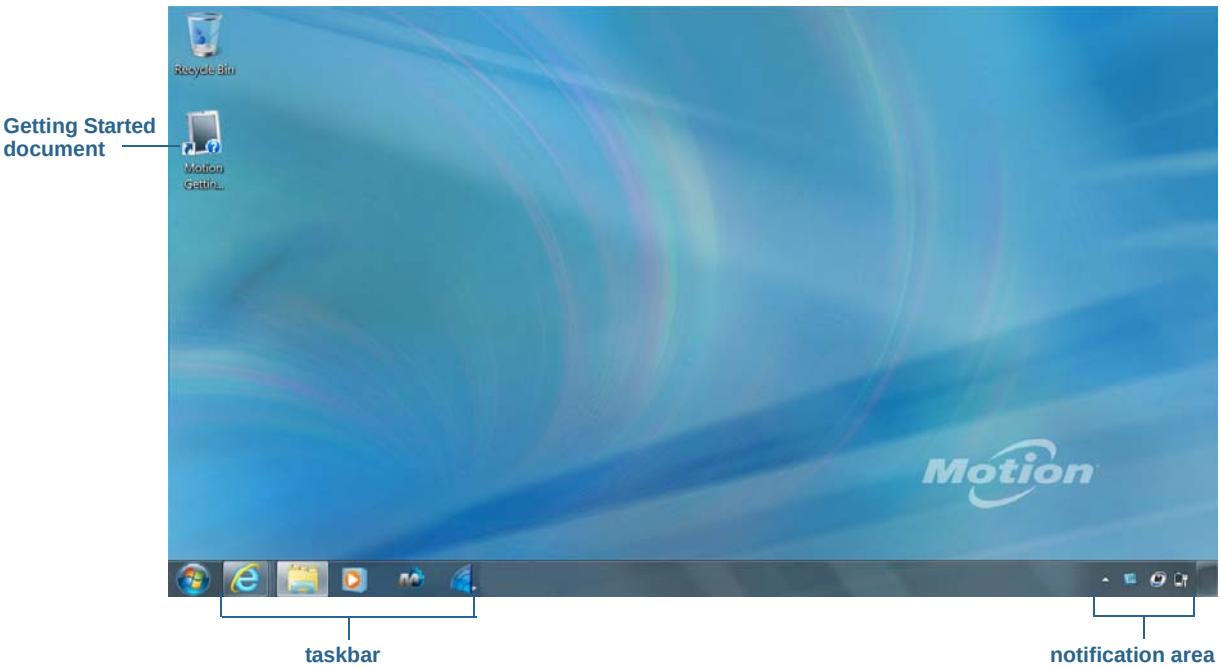
Using your J3500

2

This chapter provides information about performing common tablet tasks such as customizing touch and changing tablet settings.

Introducing the J3500 desktop and applications

When you start up the J3500 for the first time, the desktop looks like the following picture where Motion Computing applications appear in the taskbar and notification area.



Motion Computing desktop

The Motion Computing applications are described below.

	Motion Getting Started	Document that contains tips for starting out with the J3500 Tablet PC.
	Motion Dashboard	Motion application for changing tablet settings. See “Using the Motion Dashboard” on page 18.
	Motion QuickNav	User interface designed for touch devices. You can use this to access the web and documentation cameras. See “Using the camera (optional)” on page 32.

Changing the location of the taskbar

You may find it convenient to place the Windows taskbar on the left edge of the display, especially if your tablet PC has a touchscreen display.

To place the taskbar on the left edge of the screen

1. Press and hold the Start menu icon and tap **Properties**.
2. Tap the **Taskbar** tab.
3. Make sure that **Lock the taskbar** is checked.
4. Under **Taskbar location on screen**, select **Left**.
5. Tap **OK**.

TIP: As an option, you can hide the taskbar altogether; it reappears when you tap the area. From the **Taskbar** tab, tap the **Auto-hide the task bar** check box.

Using the Motion Dashboard

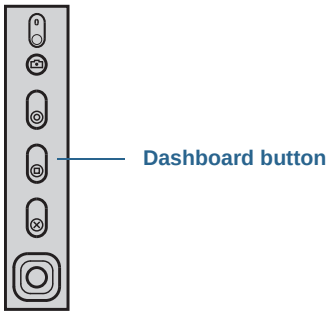
The Motion Dashboard provides a convenient way to change common tablet-related settings.

To open Motion Dashboard

- From the Windows task bar, tap the Motion Dashboard icon .

OR

- Press the Dashboard button ( ) located on the front of the tablet.



Motion Dashboard is organized into categories, which are listed on the left of the Dashboard. Tap a category to display its settings. In this illustration, Motion Dashboard is open to Display settings.

Motion Dashboard

The following table lists some of the tasks you can perform using the Motion Dashboard.

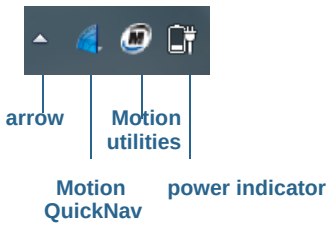
NOTE: This is a partial list of tasks that you can perform with Motion Dashboard. Some of these tasks are described in this chapter; all tasks are described in Motion Dashboard by tapping the help icon .

Dashboard Category	Task
Display	• Rotate the display orientation • Adjust the brightness of the display • Set advanced graphic properties • Set up an external display • Dim the display automatically
Audio	• Adjust speaker and microphone volume • Adjust advanced audio settings • Suppress background noise • Balance speakers
Pen & Tablet	• Configure touch to use touch only, pen only or both simultaneously • Adjust touch to left-handed setting • Adjust sensitivity to flicks and gestures • Use the pen function button for erasing digital ink instead of performing the right-click action • Personalize your handwriting so that it can be recognized more accurately
Wireless	• Enable and disable Wi-Fi, Bluetooth and mobile broadband • Choose to have wireless disabled on Start Up (it is enabled by default) • Adjust Wi-Fi, Bluetooth and mobile broadband properties
Power	• Select a power plan • Change what the power button does when pressed: sleep, hibernate or shut down
Security	• Set up the fingerprint reader and other security options

Accessing Motion tools from Windows notification area

For convenience, you can access common Motion tools from the Windows notification area.

NOTE: Initially, the Motion icons do not appear in the notification area. Tap the arrow to view more icons. Tap **Customize** to have the icons appear in the notification area.



Motion icons in the notification area

Tap the Motion icon to display:

- **Battery Health**—Shows the current battery charge level.
- **Motion Dashboard**—Opens the Motion Dashboard.
- **Options**—Lists options you can set:
  - **Show Hard Drive Activity**—When selected, the Motion icon blinks when there is hard drive activity.
  - **Automatic Display Rotation**—When selected, the J3500 automatically changes the viewing orientation (landscape to portrait or vice versa) when the tablet is physically rotated.

Using touch

With the J3500 with the dual touchscreen display option, you can use either your finger, a pen or both to interact with the touchscreen display. While it's convenient to use your finger most of the time, a pen allows you more precise control, for example, when editing documents or drawing graphics.

NOTE: The dual touchscreen display is available as an option for the J3500 Tablet PC.

With touchscreen displays, you use your finger or pen as you would use a mouse. For example, tapping twice is the same as double-clicking a mouse. Tap and holding is the same as right-clicking a mouse to open shortcut (right-click) menus.

You can use touch to:

- Select menu items and open files
- Use gestures to rotate and zoom in and out of pictures
- Use flicks to navigate through browser windows and documents

For information on using touch gestures and flicks, open Windows Help and Support and search for "gestures" and "flicks."

Here are some common ways to perform tasks on a touchscreen:

- **Tap**—Select something
- **Press and hold**—Open a menu of options. This is equivalent to right-clicking a mouse to display a shortcut (right-click) menu.

Note: Press and hold your finger until a circle appears then lift your finger to display the menu.

- **Double-tap**—Perform a double-click action
- **Tap and drag**—Drag and drop
- **Pinch fingers together**—Zoom in
- **Spread fingers apart**—Zoom out
- **Flick**—Scroll through a list or move quickly
- **Press and hold the pen's function button** (equivalent to a right-click on a mouse)—Open a shortcut (right-click) menu

NOTE: If the tablet does not respond when you tap with your finger, try using more area of your fingertip. Unlike other types of touchscreens, the J3500 capacitive touchscreen does not respond to other input. For example, you can't tap it with another object such as a credit card or when wearing gloves.

Calibrate touch

The digitizer is software that detects the position of the pen or your finger on the touchscreen display. You should calibrate the digitizer the first time you start the tablet PC. Then recalibrate the digitizer whenever the pointer does not align with the pen tip or finger.

NOTE: Touch is an optional feature for the J3500.

To calibrate the digitizer

1. Open Motion Dashboard.
2. Tap **Pen & Tablet**.
3. Under **Pen & Tablet**, tap **Calibrate Digitizer**.
4. Tap your finger on the display to calibrate for touch.
5. Follow the instructions in the calibration program.
6. Repeat the above steps, tapping the pen on the display to calibrate the pen.

How to use gestures with the multiple-touch display

The J3500 touchscreen display supports multi-touch which allows you to directly manipulate items on-screen, such as to navigate websites and view photos. For example, you can use your fingers to scroll through lists, zoom in and out, rotate, and so on.

Changing to one-tap open for touch

With touch, you may want to change how you select and open items. By default, Windows folders are set up so that you tap once to select an item and double-tap to open it. For touchscreen displays, you can change the behavior to point to select an item and open an item with one tap instead of two.

To change folder options

1. From the Windows Control Panel, tap **Appearance and Personalization**, **Folder Options**, then tap **Specify single- or double-click to open**.
2. Under **Click items as follows**, tap **Single-click to open an item (point to select)**.

For more information, open Windows Help and search for "folder options."

Configuring touch input mode

You can determine how touch input is configured by setting the input mode. You can use:

- Your finger only; no pen input is detected.
- The pen only; no finger input is detected.
- Both your finger and a pen.
- Switch between touch and pen input, in which case you double-tap to switch to touch input. This is useful to avoid the tablet from responding to unintentional touch input.

To configure touch settings

1. Open Motion Dashboard.
2. Tap **Pen & Tablet**.
3. Tap **Touch Settings**.
4. From the **Digitizer Options** tab, under **Input Mode** tap the desired mode.

Adjusting touch settings

You can adjust how your finger movements are interpreted in many ways. For example, you can:

- Adjust how quickly the tablet responds when you double-tap your finger
- Adjust how quickly the tablet responds when you press and hold your finger
- Show the touch pointer when interacting with items on the screen
- Change the touch pointer location, which can be helpful if you are left-handed
- Enable or disable multi-touch gestures and inkings
- Change the location of menus to appear to the right of your hand, which is helpful if you are left-handed

To change touch settings

1. Open Motion Dashboard.
2. Tap **Pen & Tablet**.
3. Tap **Pen & Input Devices**.
4. Tap the **Touch** tab.
5. To enable Touch, tap **Use your finger as an input device**.
6. To enable multi-touch gestures, tap **Enable multi-touch gestures and inking**.
7. To adjust the Double-tap action, under **Touch action**, tap **Double-tap** then tap **Settings**. Move the slider to make your adjustments.
8. To adjust the Press and hold action, under **Touch action**, tap **Press and hold** then tap **Settings**. Move the slider to make your adjustments.
9. To display the touch pointer on the screen, tap **Show the touch pointer**.
10. To change what the touch pointer looks like or where it's positioned, tap **Advanced Options**.

To change the location of menus for left-handed users

1. Open Motion Dashboard.
2. Tap **Pen & Tablet**.
3. Tap **Tablet PC Settings**.
4. Tap the **Other** tab and tap **Left-Handed**.

Adjusting pen settings

If the pen doesn't respond as accurately as you would like, you can make adjustments. For example, you can:

- Use the button on the pen to perform the right-click action or act as an eraser
- Adjust how quickly the tablet responds when you double-tap the pen
- Adjust how quickly the tablet responds when you press and hold the pen button

Important: The J3500 Tablet PC responds only to the J3500 pen that comes with the tablet. Do not use traditional pens or other pointing devices with the J3500.

To change pen settings

1. Open Motion Dashboard.
2. Tap **Pen & Tablet**.
3. Tap **Pen & Input Devices**.
4. Tap the **Pen Options** tab.
5. To adjust the speed and spacial tolerance of the Double-tap action, under **Pen action**, tap **Double-tap** then tap **Settings**. Move the slider to make your adjustments.

6. To adjust the speed and duration of the Press and hold action, under **Pen action**, tap **Press and hold** then tap **Settings**. Move the slider to make your adjustments.
7. To enable the function button on the pen, tap **Use the pen button as a right-click equivalent**.
8. To enable the eraser, select the **Use the top of the pen to erase ink** option.

Adjusting tablet PC settings

From **Tablet PC Settings**, you can change from right-handed to left-handed use.

To change hand orientation

1. Open Motion Dashboard.
2. Tap **Pen & Tablet**.
3. Tap **Tablet PC Settings**.
4. Tap the **Other** tab and make your desired change.

The **Configure your pen and touch displays** option on the **Tablet PC Settings Display** tab is useful for assigning touch to the appropriate display when one or more displays are connected to the tablet. By default, Windows 7 assumes that an external display is for touch input. To change this, run **Setup** from **Tablet PC Settings** to assign touch to your tablet display.

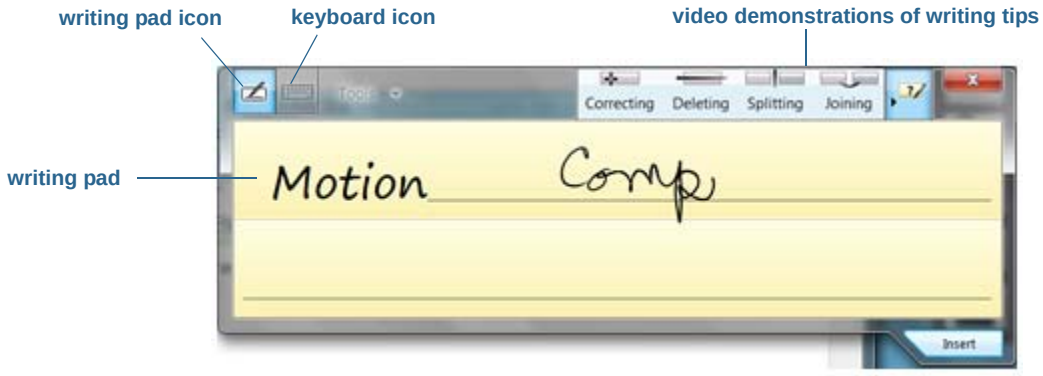
NOTE: A keyboard must be connected to the tablet to perform this procedure.

To assign touch to the desired display

1. Open Motion Dashboard.
2. Tap **Pen & Tablet**.
3. Tap **Tablet PC Settings**.
4. Tap the **Display** tab.
5. Tap **Setup** next to "Configure your pen and touch displays."
6. Tap **Touch Input.**
7. Press the **Enter** key until you see the instructions appear on the display that you want to use for touch input.
8. Follow the on-screen instructions.
9. Press **Esc** to end the process.

Entering text and handwriting recognition

You can enter text by either tapping characters on an on-screen keyboard or writing on a virtual writing pad. When you write on the writing pad, your handwriting converts to digital ink. "Digital inking" refers to the process of converting your handwriting to text. In the following picture of the writing pad, someone started writing Motion Computing and "Motion" has already been converted into digital ink.



Input panel open to the writing pad

TIP: Tap the icons at the top of the input panel to view videos on making editing gestures. To hide the video tips, tap the icon on the right.

By tapping the keyboard icon at the top of the pad, the input panel opens to the on-screen keyboard.

Here's the input panel open to the on-screen keyboard. Tap the **Tools** menu for more input panel options and for viewing **Help Topics**.

Input panel open to the on-screen keyboard

TIP: Resize the keyboard panel by dragging the handle at the bottom right of the keyboard. Also, you can use the Ctrl, Alt, Fn, Del and Bksp keys as you do on a normal keyboard.

Opening and closing the input panel

The tablet PC input panel often opens automatically when you tap in a text field. You can also tap the tab located on the left side of the screen to expand the input panel.

To open the input panel either

- Tap at the place you want to enter text, such as in a text box. Then tap the input panel icon .
- Tap the input panel tab on the left edge of the screen .

To close the input panel

- Tap the close button at the top-right. The input panel slides back to the edge of the screen.

Docking or floating the input panel

By default, the input panel is floating and you can move it anywhere on the screen by placing your finger or pen on the title bar and dragging it.

If you prefer, you can dock the input panel so that, when it is open, it always appears at the same location, either at the top or bottom of the screen.

To dock or undock the input panel

- At the top of the input panel, tap **Tools**.
- Select **Docking**.
- Select either **Dock at the top of the screen**, **Dock at the bottom of the screen** or **Float**.

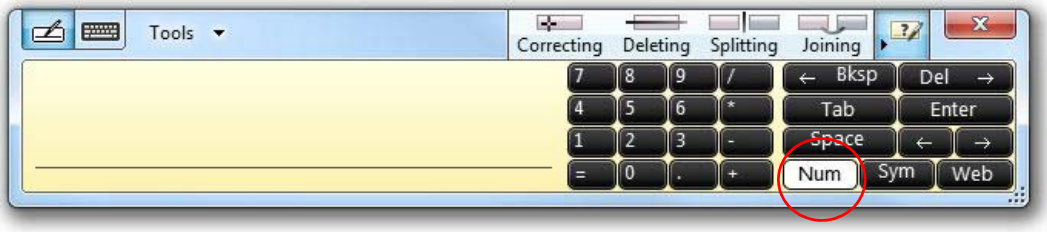
TIP: If you're left-handed, you can move the input panel to the right edge of the screen to make it easier to use.

Entering numbers with numbers pad

If you find yourself typing a lot of numbers, use the numbers pad.

To open the numbers pad

- Tap the Num key at the bottom of the writing pad.



Numbers pad

Entering special keys with the extended keyboard

You can enter special keys using the on-screen expanded keyboard. Special keys include:

- Home, End, Insert keys
- Page up, Page down keys
- Print screen key
- Pause key
- Scroll lock key

To open the expanded keyboard

- Tap the **Tools** key at the top of the input panel and choose **Show Expanded Keyboard**.

Expanded keyboard

Using the handwriting recognition program

The more you write, the quicker your handwriting is recognized because the tablet has an automatic learning tool that collects data about the words you use and how you write them. This data is stored under your user profile.

As a option, you can use the handwriting recognition application to train the tablet to recognize your handwriting style. You supply handwriting samples when prompted.

To start the handwriting recognition program

1. Open Motion Dashboard.
2. Tap **Pen & Tablet**.
3. Tap **Pen & Input Devices**.
4. Tap **Handwriting** and follow the on-screen instructions.

TIP: If you inherit your J3500 from another user, you can reset automatic learning.

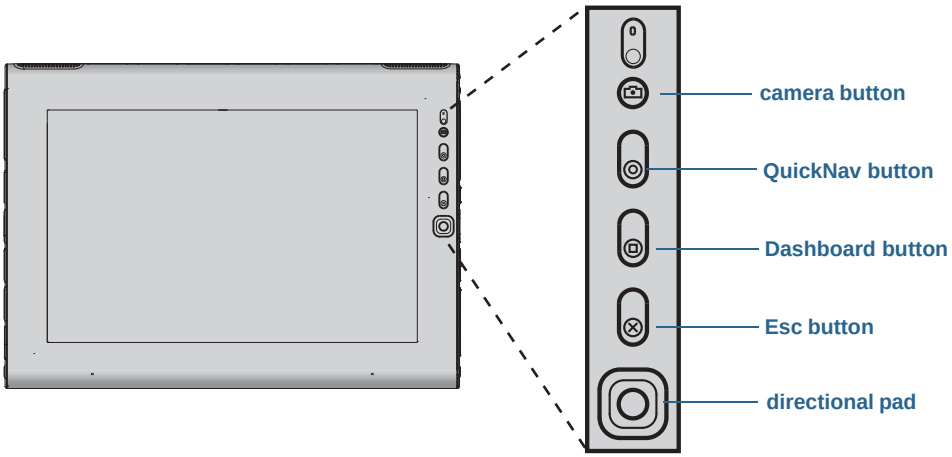
To reset handwriting automatic learning

1. Open Motion Dashboard.
2. Tap **Pen & Tablet**.
3. Tap **Pen & Input Devices**.
4. Tap **Handwriting.**
5. Tap **Don't use automatic learning**. The current handwriting profile is deleted.
6. Tap **Use automatic learning** to begin collecting handwriting data again.

NOTE: You can find other handwriting applications at the Motion Computing Store.

Using the Front panel buttons

You can use the buttons on the front of the tablet PC to perform many functions without having to use the pen. The buttons are customizable, so you can modify their functions to suit the way you work. See “Configuring front panel buttons” on page 31.

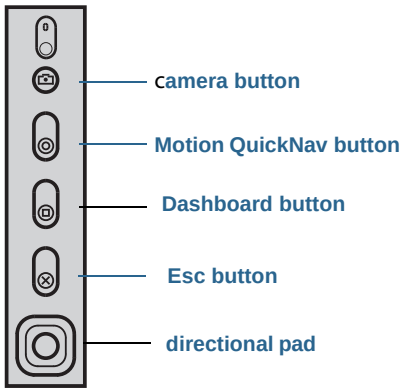


Button	Primary (press)	Secondary (press and hold)
Camera shutter	Use to trigger an exposure in the built-in camera.	Opens My Pictures folder.
QuickNav	Starts Motion QuickNav.	Opens Motion QuickNav Voice Recorder.
Dashboard	Starts Motion Dashboard.	Opens Windows Journal™.
Esc	Turns off the display.	Cancels the current task. Equivalent to the Esc key.
Directional pad	Use to move the pointer or navigate through documents. Equivalent to arrow keys on a keyboard. The center button is equivalent to Enter.	

The directional pad orientation rotates to match the display orientation. To move the pointer in a certain direction, press that direction on the pad regardless of orientation. For example, the “up” direction in landscape orientation becomes the “left” direction in portrait orientation.

Configuring front panel buttons

As you become more familiar with your tablet PC, you may want to customize the buttons on the front panel. You can configure the buttons to start your favorite program, run a command, or enter a key combination.



To configure the front panel buttons

1. Open Motion Dashboard to the Pen & Tablet panel (page 18).
2. Tap the **Tablet PC Settings** button.
3. In the Tablet PC Settings window, tap the **Buttons** tab.
4. Select the button combination you want to change. The currently selected buttons appear in red.
5. Tap **Change**.
6. Select the appropriate action for the button.

   For some actions, you must enter more information, such as the location of a program to start. You can select an action for **Press** and another for **Press and hold**. For more information, tap **What is press and hold?**

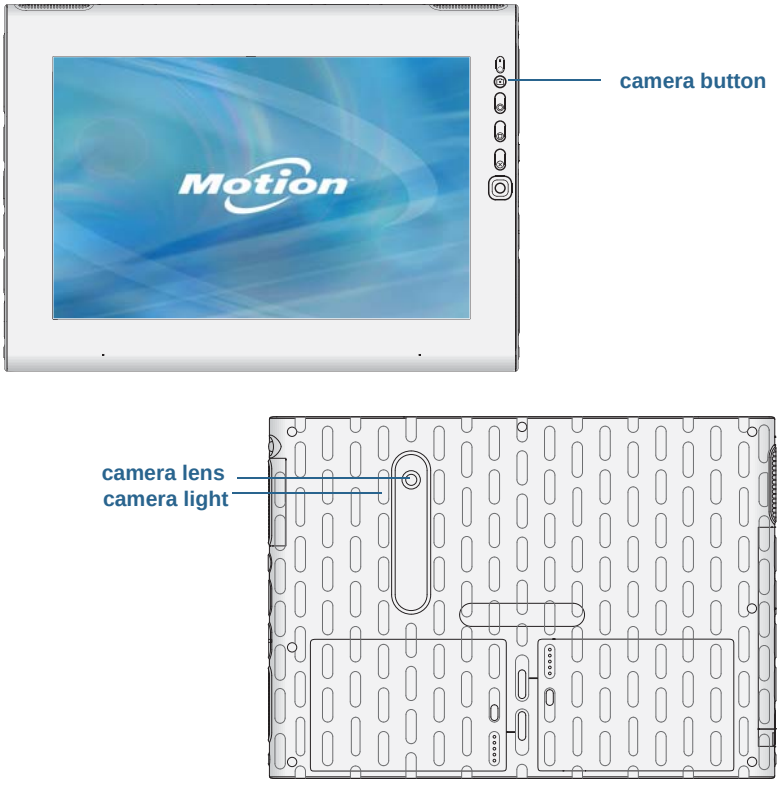
Using the camera (optional)

Your J3500 may be equipped with a built-in 3.0 MP auto-focus camera with an illumination light. The JPEG format camera has a maximum resolution of 2048x1536 pixels, which supports taking photos and capturing video.

The rear-facing camera can work with any application that uses a camera. The Motion QuickNav application that comes with the J3500 is one way you can use the camera.

The J3500 camera lens is located on the back on the tablet. To take a photo, you can press the camera button located on the front of the camera. As an alternative, you can take a photo directly from your photo application.

For details on using QuickNav as your photo application, see "Taking photos with Motion QuickNav" on page 36.



J3500 camera

Camera tips

- Hold the camera steady and allow it to focus.
- If your pen is tethered, ensure that the tether is not in front of the camera lens.
- Ensure you have adequate lighting.
- You can use the Pictures window to take and review multiple pictures. Use the slider bar at the bottom of the Pictures window to switch among active pictures.

Using Motion QuickNav

Motion QuickNav is a user interface application designed specifically for touch. You can use Motion QuickNav to:

- Take photos and insert them directly into your documents or email. For details on using the photo camera, see "Taking photos with Motion QuickNav" on page 36.
- Record video clips. For details, see "Using the Motion QuickNav tools" on page 35.
- If you have the GPS module, you can acquire GPS locations and insert them in your documents, excel sheets or tag photos (called a geo tag). You can also get driving instructions and other online services such as getting local fuel prices.
- Record or play back voice notes. For details, see "Using the Motion QuickNav tools" on page 35.
- Read barcodes using the camera. For details, see "Using the Motion QuickNav tools" on page 35.

In addition, Motion QuickNav includes an on-screen keyboard and a numeric pad. You may prefer to use them rather than the tablet PC input panel (as described in "Entering text and handwriting recognition" on page 26.)

NOTE: To use GPS with Motion QuickNav, your J3500 must have the mobile broadband module installed and set up and GPS must be running. For more information, see "Mobile broadband with GPS" on page 2.

Starting Motion QuickNav

To start Motion QuickNav

1. Tap the Motion QuickNav icon from the taskbar.

   OR

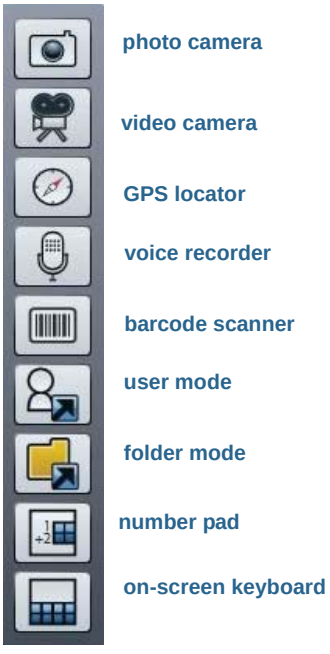
   Press the QuickNav button on the front of the tablet (see page 30).

The Motion QuickNav keyboard appears at the bottom of your desktop.

Motion QuickNav keyboard

NOTE: As Motion QuickNav starts up, the screen displays "Motion QuickNav powered by Dial Keys." Dial Keys is the vendor that created Motion QuickNav for Motion Computing.

2. Tap the Motion QuickNav tool bar icon located on the bottom left of the keyboard to open the Motion QuickNav tool bar.



Motion QuickNav tool bar

Hiding and showing the Motion QuickNav tool bar

While Motion QuickNav is running, the Motion QuickNav tool bar appears on the right side of the desktop. You can hide the tool bar from view and show it only when you want to use it.

To hide and show the Motion QuickNav tool bar

- From the notification area, tap the Motion QuickNav icon .
- To show the tool bar, tap the Motion QuickNav icon again.

Stopping Motion QuickNav

When you are finished using Motion QuickNav, stop the application from the notification area.

To stop Motion QuickNav

1. From the notification area, tap and hold the Motion QuickNav icon .
2. Tap **Exit**.

Accessing Motion QuickNav help

For more details on using Motion QuickNav, view Motion QuickNav help.

To view Motion QuickNav help

1. From the notification area, tap and hold the Motion QuickNav icon .
2. Tap **Help**.

Setting Motion QuickNav options

You can change some Motion QuickNav settings from the navigation area. Tap and hold the Motion QuickNav icon to open the Options menu. For information on these options, see Motion QuickNav help.

Using the Motion QuickNav tools

This section provides a brief introduction to the tools available with Motion QuickNav. The next section describe how to use Motion QuickNav to operate the photo camera in greater detail.

To use the barcode scanner from Motion QuickNav

1. Open the Motion QuickNav tool bar then tap the barcode icon to open the barcode scanner.

2. Tap the Options icon to set up the scanner. You can choose to
   - Set the type of barcode the scanner recognizes. For best performance, disable the codes you do not need.
   - Use the front- or rear-facing camera to scan the codes.
   - Change the resolution. Use a higher the resolution to improve accuracy; use a lower resolution to improve performance.

NOTE: Motion QuickNav does not support PDF417 barcodes.

To use the Motion QuickNav voice recorder

1. Open the Motion QuickNav tool bar then tap the voice recorder icon .
2. You can choose to
   - Send a voice message by email
   - Create a voice journal and add voice messages to it
   - Add a voice note to an active application
3. Tap the Options icon to set up which device to use for recording or playback or to change the location of your voice journal.

   Note: For another way to use speech, see "Using speech recognition" on page 47.

To use the Motion QuickNav video recorder

1. Open the Motion QuickNav tool bar then tap the video recorder icon .
2. Tap the appropriate icons to start, pause, save or cancel a recording.
3. Tap the Options icon to set the video quality, which device to use for recording or playback or to change the folder where your videos are stored.

Taking photos with Motion QuickNav

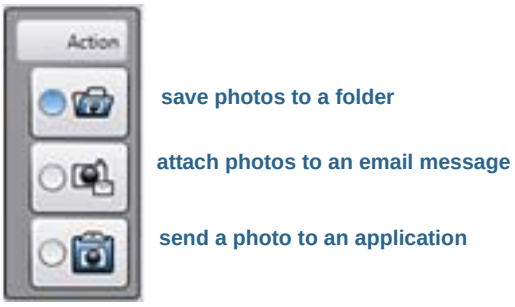
The Motion QuickNav camera tool is designed to use the rear documentation camera to take photos that you can:

- Insert directly into an open application such as Microsoft Word
- Send through email
- Adjust and annotate on the spot
- Add geographical information, called a geotag (requires GPS capabilities as described in "Mobile broadband with GPS" on page 2.)

When you select the camera tool from the Motion QuickNav tool bar, the viewfinder appears.

Motion QuickNav photo viewfinder

The Action menu on the top right allows you to choose how Motion QuickNav handles your photos as you take them. You can store them on disk, email them, or send them to the clipboard where they are loaded into an active program on your desktop.



Action menu to select photo destination

By default, Motion QuickNav saves photos to a folder.

Take photos and save in a folder

To take photos using Motion QuickNav and save them in a folder

1. Open the Motion QuickNav tool bar then tap the camera icon to open the viewfinder.
2. Make sure the folder icon is selected under the Actions menu.
3. Frame the subject of your photo in the viewfinder and tap the shutter icon to take the photo.
4. As you continue to take photos, they appear in the temporary folder located on the left of the viewfinder.
5. Select a photo from the left to annotate it or make any other edits. For more information, see "Editing photos" on page 39.
6. By default, the photos are saved automatically in a folder called New Pictures under the Documents\Camera folder. To go to or change the folder location, see "Locating Motion QuickNav output" on page 41.
7. When you're done, tap the close icon to close the viewfinder.

Take photos and attach to an email message

To email photos, you select the email icon from the Action menu, take one or more photos then, when you close the viewfinder, a new email message appears with the photos attached.

To attach photos to an email message

1. Open the Motion QuickNav tool bar then tap the camera icon to open the viewfinder.
2. Select the email icon from the Action menu.
3. Frame the subject of your photo in the viewfinder and tap the shutter icon to take the photo.
4. Continue to take photos and they will appear on the left of the viewfinder.
5. To add notes or make any other edits to a photo, tap the photo on the left. For more information, see "Editing photos" on page 39.
6. When you're done, tap the close icon to close the viewfinder. A new email message appears with the photos attached.

Take photos and insert in an application

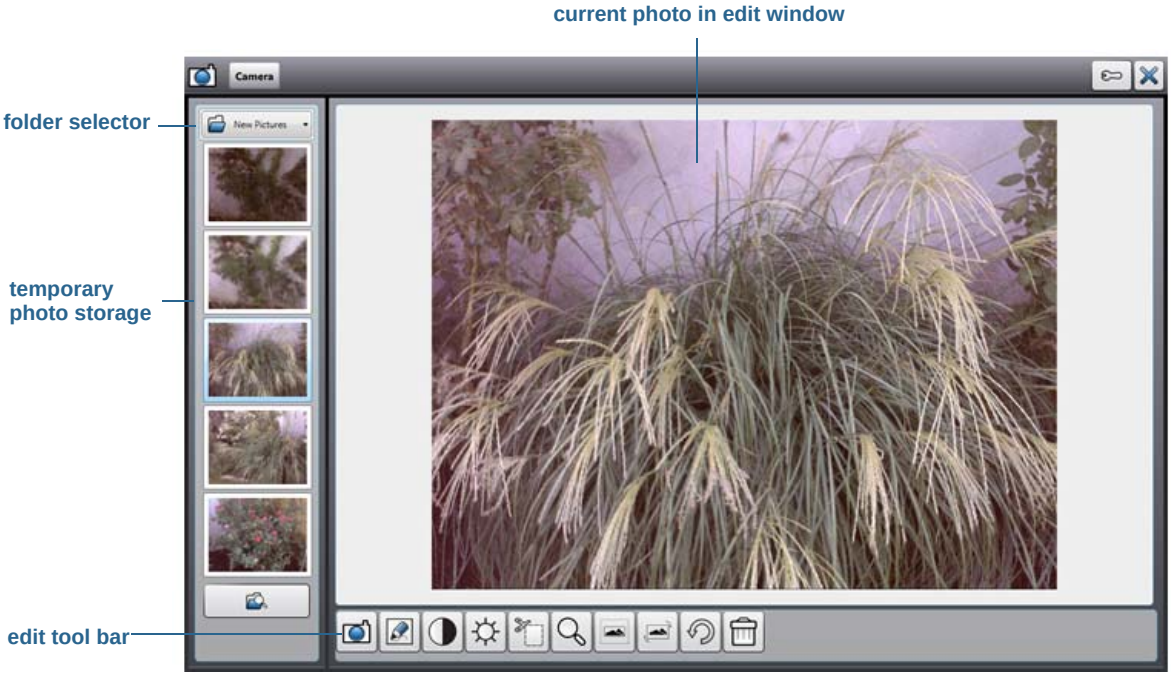
You can insert a photo directly into an application by choosing the clipboard icon from the Action menu. Take a photo, close the viewfinder, then the photo appears where your cursor is located in the application.

To insert a photo into an active application

1. From the application, place the cursor where you want the photo to appear.
2. Open the Motion QuickNav tool bar then tap the camera icon to open the viewfinder.
3. Select the clipboard icon from the Action menu.
4. Frame the subject of your photo in the viewfinder and tap the shutter icon to take the photo. The photo appears in the edit window.
5. You can add notes or make any other edits to the photo from here. For more information, see “Editing photos” on page 39.
6. Tap the close icon located at the top right of the viewfinder.
7. The photo appears in your application.

Editing photos

You can open a photo in the Motion QuickNav edit window to change it, for example, you can add notes, adjust brightness, rotate, crop or delete it. Edit tools are available from the edit tool located at the bottom of the edit window.



Motion QuickNav edit window

Motion QuickNav calls this “review mode” because photos are available for editing as long as you have the Motion QuickNav viewfinder open. Once you close the viewfinder, Motion QuickNav sends the photo to the chosen output: clipboard, email, or folder. If you’ve saved your photos in a folder, you can make further changes using your favorite photo editing software.

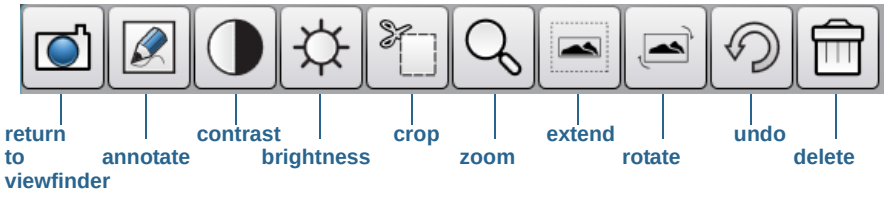
To edit a photo

1. Display the photo in the edit window.

   The edit window appears automatically if you are sending the photo to the clipboard.

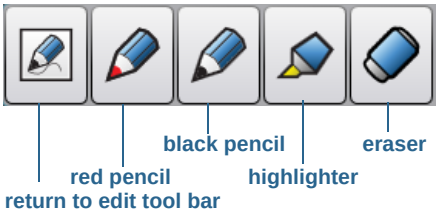
   If you are sending the photo to a folder or to email, the photos appear in a temporary folder on the left; as you continue to take photos, the folder fills up. Select a photo on the left and it appears in the edit window.

2. Tap an icon from the edit tool bar at the bottom of the edit window to make changes:



Motion QuickNav edit tool bar

3. Tap the pencil icon to enter annotate mode.

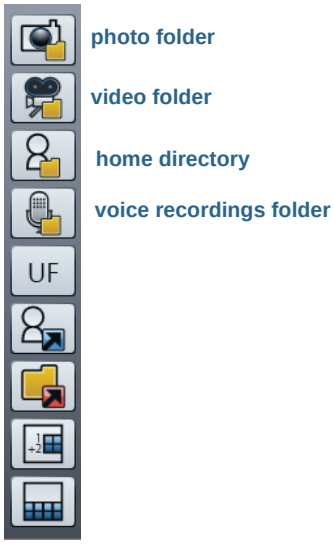


Motion QuickNav pencil tool bar

4. Tap the desired pen color or highlighter. Use the eraser if necessary. Then tap the pencil icon again to return to the edit tool bar.
5. Make any other adjustments by selecting the appropriate icon. For example, you can crop, zoom, rotate, or adjust brightness or contrast. You can add white space to the top, bottom, right or left side of the photo by selecting the extend icon . Tap the undo icon to remove your edits.
6. When finished editing the photo, tap the camera icon to return the viewfinder. Your edits are saved automatically.
7. Either select another photo to edit or return to camera mode.

Locating Motion QuickNav output

When you take photos, videos, or sound recordings with Motion QuickNav, QuickNav places them in default folders and you can access these folders directly from the Motion QuickNav tool bar by tapping the folder icon to switch to folder mode. A folder icon appears in front of each tool indicating that QuickNav is in folder mode as shown:



Motion QuickNav folder mode

To locate the folders where Motion QuickNav stores content

1. Open the Motion QuickNav tool bar then tap the folder icon to switch to folder mode.
2. Tap the folder icon for the tool whose output you want to change.
3. To leave folder mode, from the QuickNav tool bar, tap the folder icon again.

To change the folder where your Motion QuickNav output is stored

1. Open the Motion QuickNav tool bar then tap the icon for the QuickNav tool for the folder you want to change then tap the Options icon located at the top of the window.
   - To change the folder where photos are stored, tap the camera icon from the QuickNav tool bar. Tap the Options icon then tap the **Picture Info** tab. Under **Storage**, browse to the folder where you want to store photos.
   - To change the folder where videos are stored, from the Motion QuickNav tool bar tap the Video recorder icon then tap the Options icon. Under **Folder**, browse to where you want to store voice recordings.
   - To change the folder where voice recordings are stored, you browse to the folder directly from the video recorder window. (You don't need to open the Options menu.)
2. For photos and videos, tap the close icon to close the Options menu.

Setting display options

Use the procedures in this section to customize your display settings. You can adjust the brightness level, rotate the display and change the order in which the display rotates.

Adjusting the display brightness

You can change the brightness of the display which is useful for conserving battery power.

To adjust the display brightness

1. Open Motion Dashboard.
2. Tap **Display**.
3. Move the Brightness slider to the desired level.

TIP: For optimal battery conservation and viewability, set the brightness scale to the mid-point or slightly above.

4. Select one of the following:
   - **Fixed**—Sets the display brightness to a constant level. Move the slider to adjust the display to the desired brightness level. When set to Fixed, the ambient light sensor is ignored.
   - **Dynamic**—Uses the ambient light sensor to maintain an appropriate brightness level for the current lighting condition. The Dynamic setting helps to conserve battery power.

Rotating the display orientation

You can easily change the screen orientation to fit your current task. For example, you may want to use the portrait orientation for filling out forms or reading an electronic book. At other times, you may want a landscape orientation for web browsing or sketching.

To rotate the display

1. Open Motion Dashboard.
2. Tap **Display**.
3. Tap the **Rotate Screen** button.

Enabling or disabling automatic rotation

You can set the display to automatically rotate when you physically rotate the tablet. By default, automatic rotation is disabled.

To enable or disable rotating the display automatically

1. From Windows notification area, tap **Options**.
2. Select or clear the **Automatic Display Rotation** check mark.

Setting up an external display

You can use your tablet with an external monitor or projector.

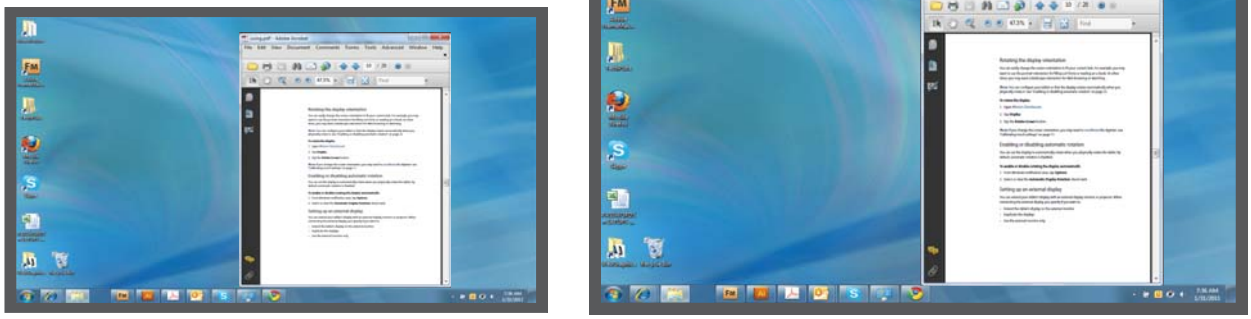
Display settings

When connecting to an external display, specify whether to:

- Duplicate (mirror) the displays
- Extend the tablet's display to span across the external monitor
- Use the external monitor only or use the tablet only

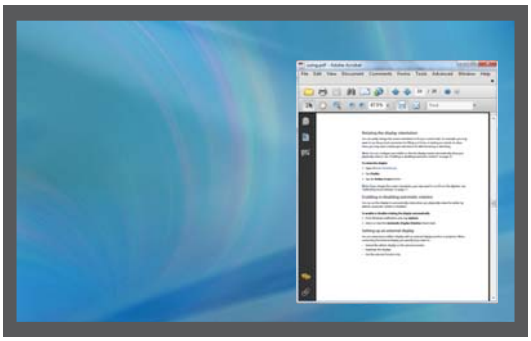
You can choose from one of the following display schemes:

Mirror display	Duplicates the tablet desktop on both the display and monitor. This is useful when using your tablet PC with a projector.
Extended with Monitor Primary	Expands the desktop area across the tablet and external monitor, where the external monitor is the primary display.
Extended with Tablet Primary	Expands the desktop area across the tablet and external monitor, where the tablet is the primary display.
Monitor Only	Desktop appears only on the monitor.
Tablet Only	Desktop appears only on the tablet.

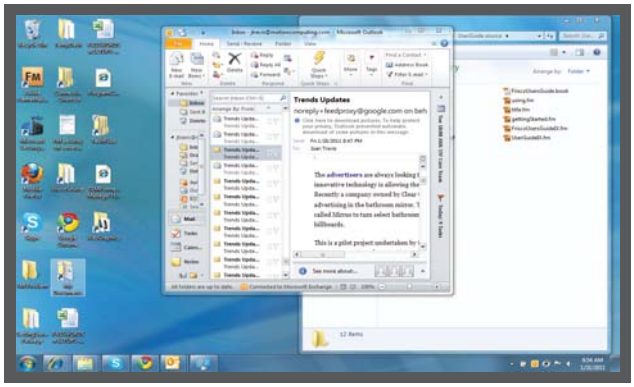


tablet PC external monitor

Mirror display scheme



tablet PC



external monitor

Extended with monitor primary display theme

Display resolution

You can change the display resolution of the external monitor or projector if you are using either extended scheme. However, when you are using the Mirror display scheme, the display resolution of the external monitor or projector is limited to the display resolution of the tablet PC.

The J3500 12.1" WXGA display has a resolution of 1280x800.

Connecting to an external monitor

To connect an external monitor to the J3500, you use the J-Series FlexDock, which is sold separately.

To set up an external monitor

1. Connect the monitor cable from the external monitor into the docking station.
2. Plug in the external monitor and turn it on.
3. If necessary, install software and drivers for the monitor. See the manufacturer's documentation for more information.
4. Open Motion Dashboard.
5. Tap **Display**.
6. Select a **Display Scheme**.
7. If you purchased your tablet PC with a touch display but it does not respond to touch, follow the steps to enable touch on the correct display.

Resetting touch after adding other monitors

After setting up an external monitor, touch might be disabled on your tablet because Windows 7 assumes that the external display is for touch input. You can enable touch on the correct display from the Motion Dashboard by following the procedure below. You'll need a keyboard.

To enable touch when your tablet is connected to an external display

1. Attach a keyboard to the tablet.
2. Open Motion Dashboard.
3. Tap **Pen & Tablet**.
4. Tap **Tablet PC Settings**.
5. Select the **Display** tab.
6. Tap **Setup** next to "Configure your pen and touch displays."
7. Tap **Touch Input.**
8. Press the **Enter** key until you see the instructions appear on the display that you want to use for touch input.
9. Follow the on-screen instructions.
10. Press **Esc** to end the process.

Resetting the display after returning the tablet to the docking station

If you set up your tablet in a docking station with the display theme expanded across both, and you remove the tablet temporarily from the docking station, you may need to reset the display theme from the Dashboard when you return the tablet to the docking station.

TIP: If the display still doesn't work properly, change the **Display Scheme** to **Tablet Only** and then change it back to the desired scheme.

Connecting headphones, external speakers, or a microphone

You can connect headphones or external speakers with a 3.5mm plug into the headphones port located on the left side of the tablet. When speakers or headphones are connected, the internal speakers are disabled.

You can connect an external microphone or headset with a 3.5mm plug into the microphone port using a 3.5 mm plug. When a microphone is connected, the internal microphones are disabled.

Using the built-in microphones

You can use the built-in array microphones to record audio, dictate notes, and use voice commands. The two microphones are used at the same time to optimize sound detection for speech recognition and voice recording.

Using speech recognition

You can use speech recognition to interact with your tablet by voice. You can dictate documents and emails or use voice commands to control programs.

- **Dictation mode**—With Dictation mode, your tablet listens to everything you say and converts your words to text. You can use dictation mode to enter text directly into any document or text box.
- **Voice command mode**—With Voice command mode, your tablet listens for specific words that correspond to a list of available voice commands. You can use commands to switch between programs, save documents, copy, paste or undo.

Setting up speech recognition

Before you can use speech recognition, you must configure the microphones and train the system for the characteristics of your voice. Then, you can take the available speech tutorial to learn basic voice commands.

Set up the microphones

For best results, move to a quiet environment.

To set up the microphones

1. In Control Panel, tap the **Ease of Access** category, then tap **Speech Recognition**.
2. Tap **Set up microphone**.
3. If you are using the tablet's microphone array, select **Other**.
4. Follow the instructions in the setup program.
5. If the microphones are set to an appropriate level, the meter will stay in the green zone while you read the sentences. If the level is too low or too high, use Motion Dashboard to adjust the level (page 18).

Train your tablet to recognize your speech

Use this procedure to improve your tablet's ability to understand your voice.

To train your tablet to recognize your speech

1. In Control Panel, tap the **Ease of Access** category, then tap **Speech Recognition**.
2. Tap **Train your tablet to better understand you**.
3. Follow the instructions in the setup program.

Taking the speech tutorial

You can use the speech tutorial to learn basic commands and dictation. The tutorial takes about 30 minutes to complete.

To take the speech tutorial

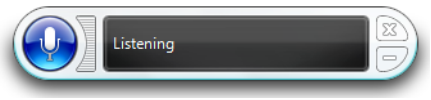
1. In Control Panel, tap the **Ease of Access** category, then tap **Speech Recognition**.
2. Tap **Take Speech Tutorial**.
3. Follow the instructions in the tutorial program.

Using dictation and voice commands

After you have set up speech recognition, you can open it from Control Panel.

To use Dictation and Voice Commands

1. In Control Panel, tap the **Ease of Access** category.
2. Under **Speech Recognition**, tap **Start Speech Recognition**.
3. Ensure that the Speech Recognition window is open and listening.



4. Do one of the following:
   - For voice commands, say the appropriate command. For a list of commands, search Windows Help and Support for "speech commands."
   - For dictation, open the program you want to use and start speaking.

   For more information about speech recognition, search Windows Help and Support for "speech recognition."

Using the battery

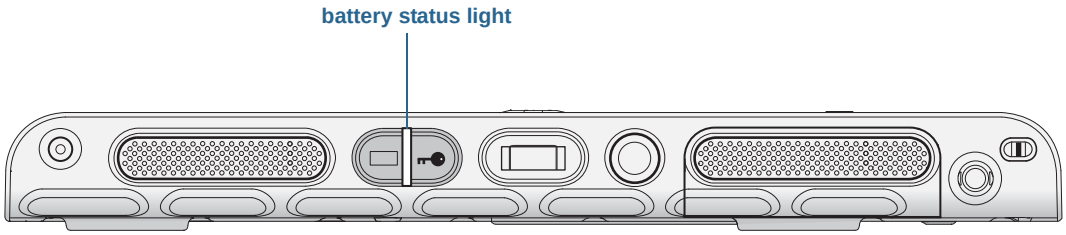
The J3500 includes a high-capacity Lithium-ion battery that fits into the back of the unit. Under normal conditions, you can run the tablet on battery power for about four hours per battery. The J3500 is equipped with two battery bays so you can choose to run on one or two batteries. If a second battery is not installed, the second battery bay holds a non-functioning battery cartridge.

Checking tablet battery power

You can check the remaining battery power several ways:

- When the tablet is plugged in to an outlet, the battery gauge shows whether the battery is fully charged (green) or charging (amber).
- When the J3500 is running on battery, a battery status light located on the right side of the tablet displays the current level of charge.
- From the Motion Dashboard.
- From the Windows notification area.
-

The battery status light is located on the right side of the J3500, which you can use to monitor your battery.



J3500 battery status light

To check the battery power

1. Locate the battery status light located on the right side of the tablet.
2. Check the color of the battery gauge button for the current status:

   Steady green—Battery is fully charged and the tablet is running on AC power.

   Steady amber—One or both batteries are charging.

   Off—Not charging. The tablet is running on battery power.

   Flashing amber (slow)—Less than 10 percent battery charge is remaining.

   Flashing amber (fast)—There is an error. Call Motion Computing Support.

To check the remaining battery power from the Motion Dashboard

1. Open Motion Dashboard.
2. Tap **Power** which displays the percentage of remaining battery charge.

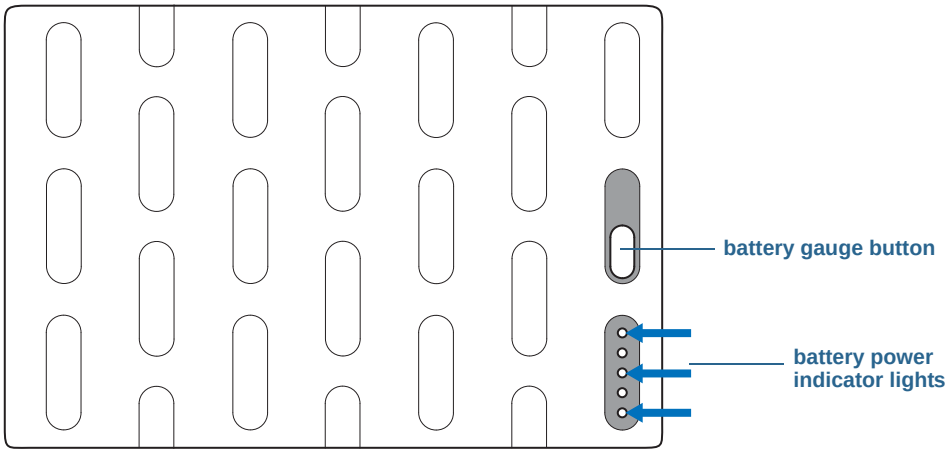
To check the remaining battery power from the notification area

- Tap the power indicator, which appears differently depending on whether the tablet is plugged in.
  - If the tablet is plugged in, tap the plug icon .
  - If the tablet is on battery power, tap the battery icon .

To check the battery status from the battery itself

- Locate the battery gauge button and indicator lights on the back of the tablet. The indicator lights show the remaining charge. Each light represents approximately 20% of a full charge.

  Note: If you push the battery gauge button and the top, middle, and bottom lights on the battery illuminate simultaneously the battery has failed and must be replaced.



battery gauge and indicator lights

Charging the battery

When the J3500 is connected to AC power, the battery automatically charges until it reaches full charge, even if you are using the tablet. While the battery is charging, the battery status light flashes amber.

If two batteries are installed and the tablet is on, the tablet is designed to keep both batteries nearly equally charged by staggering the charging sequence as follows:

1. The battery that the tablet was last using charges to 90%.
2. The other battery in the tablet charges to 100%.
3. The first battery charges from 90% to100%.
4. The battery in the docking station, if any, charges to 100%.

When the J3500 is off, in hibernate or sleep mode, the batteries are charged simultaneously. If there is a battery in the docking station, it is charged at the same time as the batteries installed in the tablet.

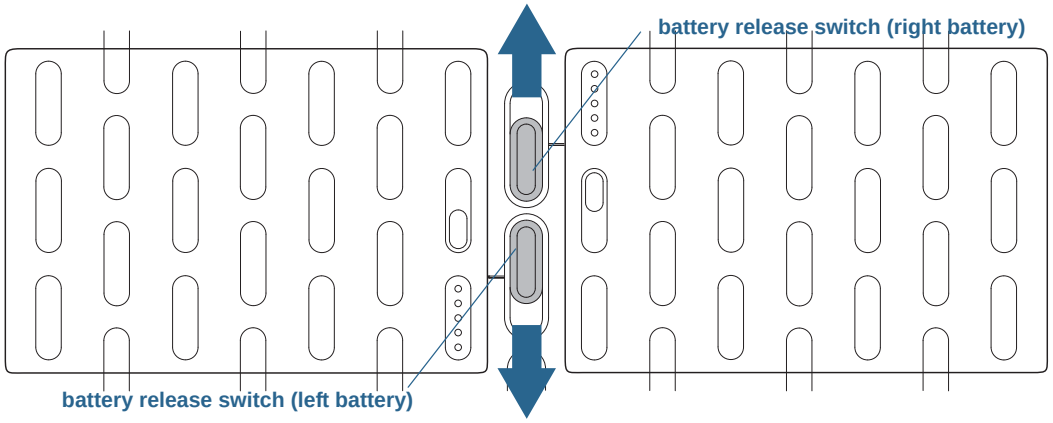
CAUTION: To avoid injury, keep the battery within the recommended temperature range while it is charging. If the battery has been subjected to a hot environment, wait until it cools to room temperature before recharging it. For more information, see the Safety and Regulatory Guide included with the tablet PC.

Removing and replacing the J3500 battery

You can remove the battery to check the remaining power, or to replace it with a fully charged battery.

To remove the battery

1. Ensure that the tablet PC is plugged in to AC power or turned off.
2. Turn the tablet PC over so that the back side is up.
3. For the battery you want to remove, slide the battery release switch until the battery is partially ejected, and then pull the battery out of the battery bay.



battery release switches

To replace the battery

- For the battery you want to install, place the two tabs of the battery into the two slots in the battery bay, and then press the other end of the battery into the battery bay until you hear a click or feel the battery lock into place.

Hot swapping the battery

Changing a tablet battery while the tablet is in use and running on battery power is called "hot swapping." You can hot swap a battery only if you have a *second* charged battery to replace the battery that is low on power.

To swap a battery with a tablet PC containing one battery and a battery bay cartridge (non-functioning)

- If your tablet PC has a battery and battery bay cartridge (non-functioning) installed, remove the battery bay cartridge and install the second battery. For information about removing the battery, see "Removing and replacing the J3500 battery" on page 52.

To hot-swap a battery with a tablet PC containing two batteries

- If your tablet PC has two batteries installed, remove the battery with the lowest power and install the charged battery. For information about removing the battery, see "Removing and replacing the J3500 battery" on page 52.
- To determine which battery requires charging, see the procedure for checking battery status from the battery itself on page 51.

Important: Use only Motion Computing J-Series batteries with the J3500 Tablet PC.

Long-term battery storage

Do not store any batteries with a full charge; this can cause a permanent loss of charging capacity. For long-term storage, ensure that the charge level is between 20% and 40% (two contiguous LEDs illuminated), and remove the battery from the tablet. Check stored batteries every 90 days to determine the charge status. If only one LED or no LED is illuminated, recharge the batteries to a level between 20% and 40%.

For optimum care, store the battery in a cool, dry environment. Never expose the battery to temperatures above 60ºC (140ºF).

NOTE: In storage, the batteries will self-discharge at a rate of 10% of the total capacity per month.

Disposing used batteries

A Lithium-ion (Li-ion) battery should be disposed at a hazardous materials recycling center when it is no longer serviceable. Do not throw it in a waste receptacle because the battery could be sent to a landfill.

Battery and power management tips

- To lengthen the battery's usable life, use AC power when you can. The battery charges automatically when the tablet runs on AC power.
- For optimal battery life, use AC power when using a USB device such as a DVD player or external hard disk drive.
- When running on battery power, place the tablet in hibernate or sleep mode if you are going to leave it unattended for more than a few minutes. For more information on hibernate and sleep mode, see "Changing how the power button functions" on page 55.
- Remember that the display, processor, wireless cards and accessories all draw on the battery, so adjust properties and disable unused accessories while running on battery power.
- Condition your battery once a month. To condition it, run the tablet on battery power until the battery's charge level drops below 20 percent.
- When running on battery power, adjust the display to a dimmer setting and enable Dynamic. Open Motion Dashboard, tap the **Display** tab and tap **Dynamic**.
- Turn off wireless devices when they are not being used. Open Motion Dashboard, tap the **Wireless** tab, and clear the check box next to the wireless device you want to disable.

Changing the power plan

By default, the J3500 uses the Motion Optimized power plan which is designed specifically for Motion Computing tablets. It balances the need to save power while maximizing tablet performance. When the tablet senses no current activity, it goes into Power Saver mode automatically.

If necessary, you can change the Motion Optimized power plan from the Motion Dashboard.

To change the power plan

1. Open Motion Dashboard.
2. Tap **Power**.
3. Tap **Power Options**.
4. Select a power plan from the list of available plans.

NOTE: Setting the power plan to Power Saver reduces the tablet's performance.

Changing how the power button functions

When you press and release the power button it can go into one of the following modes:

- **Sleep**—The tablet pauses all activity immediately and quickly resumes when awakened. This saves power when you are away from your tablet for a short time. However, you will lose unsaved data if there's a power failure.
- **Hibernate**—The tablet saves the contents of memory to the storage drive and shuts down. Pressing the power button restores the desktop exactly as you left it. Hibernate consumes about as much power as a night light and takes less time to restart than the Shut down option.
- **Shut down**—Tablet shuts down. Pressing the power button reboots the tablet.

By default, the tablet goes to sleep when you press and release the power button . To wake up your tablet, simply press and release the power button again. You can put the tablet in hibernate mode or shut it down completely from the Start menu.

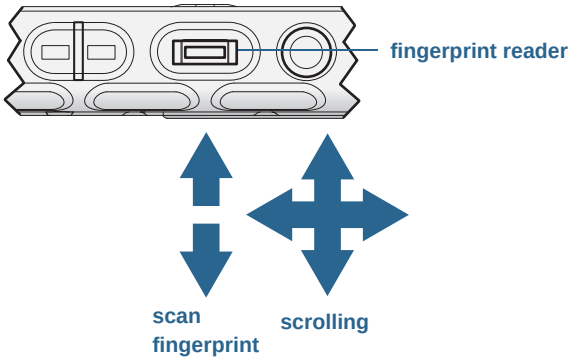
You can change how the power button behaves when it is pressed either to hibernate or to shut down the tablet. You can set the behavior individually—depending on whether the tablet is running on battery or plugged in.

To change what happens when the power button is pressed

1. Open Motion Dashboard.
2. Tap **Power**.
3. Under **Power Switch on battery**, select what you want to happen when the power switch is pressed while the tablet is running on battery.
4. Under **Power Switch plugged in**, select what you want to happen when the power switch is pressed while the tablet is plugged into an outlet.

Using the fingerprint reader

Using the fingerprint reader, you can log on to the tablet by scanning your fingerprint instead of entering a password. This feature provides another level of security for the tablet.



fingerprint reader

You can also use the fingerprint reader as a scrolling device. Move your finger on the fingerprint reader to move the pointer on the screen.

NOTE: The scroll function is disabled while scanning a fingerprint.

With the fingerprint reader, you can avoid having to enter passwords for your applications and websites. For example, instead of entering various passwords to your different website accounts, you can use your fingerprint to serve as a master password that works for all your accounts.

The steps to set up a fingerprint password include:

1. Start the Motion OmniPass™ application which you use to define and manage your fingerprint.
2. Create an Omnipass user account (called enrolling the user). See page 58.
3. Replace passwords for sites by registering OmniPass credentials. After enrolling in OmniPass, the next time you are prompted for your password you can replace the password with your OmniPass credentials. See page 59.
4. Set up strong logon security. See page 59.

In addition, you can use OmniPass to protect sensitive data stored on your tablet and you can perform other security measures. For details, see the OmniPass help.

Starting the OmniPass application

You use the OmniPass application with the fingerprint reader to create and manage your fingerprints. After enrolling as an OmniPass user, you use OmniPass to secure files, applications and websites by requiring a fingerprint swipe.

To start Motion OmniPass

- In the notification area, double-tap the Motion OmniPass icon ().

When you start the application for the first time, the Motion OmniPass application looks like this:

Motion OmniPass initial start up

After you have enrolled as an OmniPass user, the application opens the OmniPass Control Center which looks like this:

Motion OmniPass control center

Create an OmniPass user account

You create (enroll as) a new OmniPass user to register your fingerprint. Before you begin, read the following tips.

Fingerprint reader tips

- For best results, use the **Practice** option to familiarize yourself with the fingerprint reader before enrolling the first time.
- Be consistent. Hold your finger and scan at the same angle each time. For example, if you enroll your finger with your hand open, hold your hand this way each time you scan.
- The scanner is bi-directional. You can move your finger from right to left or left to right.
- Read the prompts carefully and ensure that you wait for the prompt before you swipe.
- Swiping too fast or too slow can make a capture unsuccessful. Change the swipe speed until you learn what speed works best.
- When scanning, press hard enough to fully contact both the nickel-colored ring and the sensor; you do not have to press hard.
- Rub your fingers together to stimulate the natural skin oils so your fingerprint is easier to detect. Conversely, wipe your finger off so nothing interferes with the scan.
- If you are having trouble enrolling a specific finger, enroll a different finger. Enroll multiple fingers in case one is injured.
- If you are repeatedly having trouble getting a good scan, you may need to clean the sensor. See "Cleaning the fingerprint reader" on page 71.

To enroll as a new OmniPass user

1. If you haven't already done so, Start OmniPass.
2. Tap **Enroll New User**.
3. Follow the instructions in the setup program. When prompted:
    1. Supply your Windows log in user name and password.
    2. Select **Authentec Fingerprint Device**.
    3. Choose which finger you want to use as your fingerprint password and swipe your finger as instructed.
    4. Enroll a second fingerprint which you can use if you injure your first finger.

    Note: You can enroll another fingerprint at another time from the OmniPass Control Center.
4. Back up your user profile to an external drive that you can store in a secure location in the event that your user profile is corrupted.

Replace your passwords

Once you have enrolled in OmniPass, you can use your OmniPass credentials instead of your password to logon to your accounts that require passwords. This is called password replacement. You set up password replacement the next time you are prompted for a password. Instead of entering the password, you register your OmniPass credentials.

To register OmniPass credentials

1. When you encounter a user name and password prompt, enter your user name and password, but do not log on. (Do not tap **Enter**, **Submit**, or **OK**.)
2. Right-click the OmniPass icon, and select **Remember Password**. The Windows arrow pointer changes to the OmniPass golden key.
3. Click the key cursor on the window that has the password that you want OmniPass to remember.

   Note: For some applications, you may have to use the password wizard to register passwords. If so, from OmniPass Control Center, tap **Password Wizard** and follow the instructions.
4. At the **Friendly Name** prompt, enter a descriptive name to identify the site that you are registering.
5. Check **Automatically enter**. This allows you instant access to the site without requiring a fingerprint scan or password. OmniPass will automatically submit your user name and password without prompting for verification.

Setting up strong logon security

For an additional level of security, you can enable strong logon security. Strong logon security forces you to authenticate with a specific security device (such as the fingerprint reader or a Smart Card) before allowing access to Windows.

Notes:

- After strong logon security is enabled, the Windows Welcome screen and Windows Fast User Switching are disabled.
- After strong logon security is enabled, if the fingerprint reader or smart card reader fails, you may not be able to log on to the computer.

To enable strong logon security

1. Start Motion OmniPass (page 55).
2. Tap **Change Your OmniPass Settings**.
3. Tap the **Change System Settings** tab.
4. Select the **Enable strong logon security** check box.
5. Tap **Save all changes**.
6. Tap **OK** and restart the computer.

After you restart the computer, you should configure the authentication rules for strong logon security.

To configure authentication rules

1. Start Motion OmniPass (page 55).
2. Tap **Change Your OmniPass Settings**.
3. Tap **Set user authentication rules and policies**.
4. Select the appropriate authentication rules.
5. Tap **OK**.

Using the smart card reader (optional)

Your tablet may include a smart card reader located on the right side of the tablet PC, under the card slot cover, next to the pen bay.

Using smart card software, this device can read information from and write information to the smart card when the card is inserted into the slot. The smart card is an ISO 7816 PC/SC compliant, contact type smart card reader/writer.

Depending on the smart card software you are using:

- You may receive an acknowledgement for when the smart card is fully engaged in the reader.
- You may receive a prompt or be required to shut down the software before removing the smart card.
- Some smart cards may require you to insert the smart card for authentication, and then remove the smart card when authentication is completed.
- Some smart cards may require keeping the card in the reader while the smart card software is running.

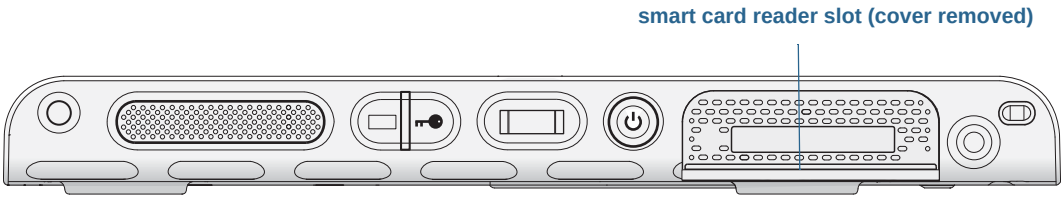
To insert the smart card

1. Remove the card slot cover.
2. Slide the smart card into the slot, with the metal contacts of the embedded chip facing the top of the tablet PC, until the card is firmly seated in the reader.

Depending on your smart card software, you may need to shut down the smart card software before removing the card. With this type of software, removing the smart card while the tablet PC is running can result in logging off or shutting down the tablet PC.

To remove the smart card

- Pull the card straight out of the reader and replace the card slots cover.



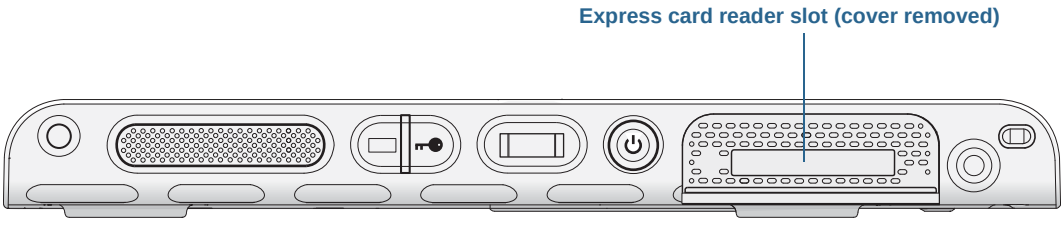
smart card reader slot

Using the Express card reader (optional)

The Express card slot holds one Express card for networking, memory expansion, or accessories.

- To insert an Express card, remove the card slot cover and place the Express card in the slot with the label side up.
- To remove the card, pull the card out of the slot and replace the card slot cover.

The J3500 includes a cover for the Express card slot. To protect the Express card slot, you should leave the cover in place when you do not have an Express card in the slot.



Express card reader slot

Using the SIM card slot

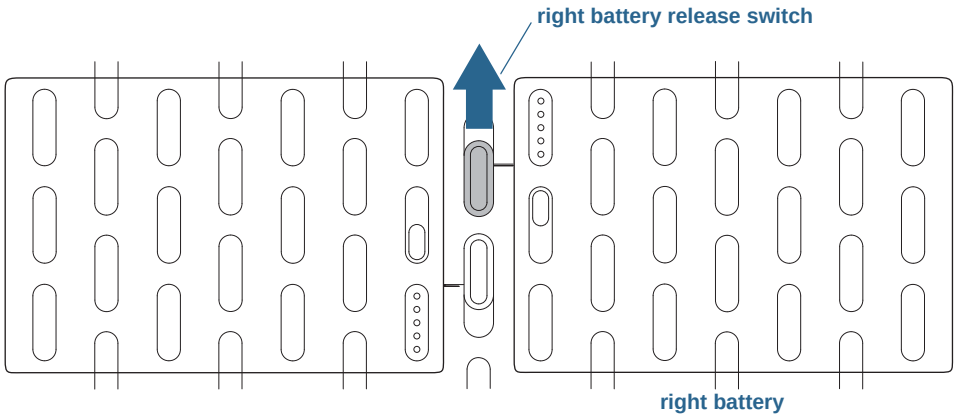
The SIM card slot holds one SIM (Subscriber Identity Module) card. A SIM card is a smart card, about the size of a postage stamp, that stores information about your wireless account.

You need to use a SIM card only if you are using mobile broadband on a GSM/UMTS/HSPA network. Contact your service provider for details.

Use the following procedures to insert or remove a SIM card.

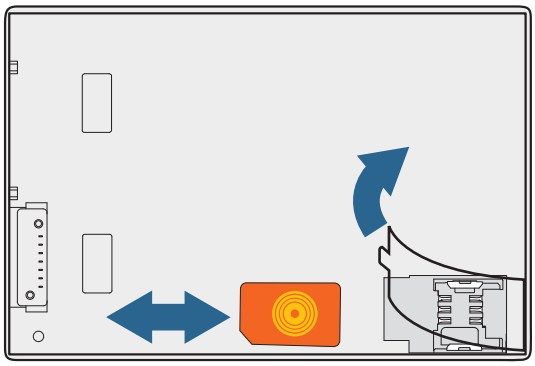
To insert or remove a SIM card

1. Shut down the tablet PC.
2. Remove the right battery or battery bay cartridge (page 52). Slide the battery release switch until the battery is partially ejected, and then pull the battery out of the battery bay.



battery release switch

3. Do one of the following:
   - To insert a SIM, lift the plastic film covering the SIM slot and slide the card under the tabs in the slot. Ensure that the metal contacts are facing downward.
   - To remove a SIM, lift the plastic film covering the SIM slot and slide the card out.



SIM slot

4. Replace the battery (page 52).

Using Windows Action Center

Windows Action Center provides a central location for you to manage the tablet's security settings and learn more about improving security. If a problem is detected (such as an out-of-date antivirus application), the Action Center sends you an alert and provides recommendations for how to remedy the situation.

To learn more, open Motion Dashboard, click **Security**, then tap **Windows Action Center**.

Setting up user accounts

If you share the tablet with other users, you can set up a user account for each user. User accounts control which files and programs users can access and what types of changes users can make to the computer. A user account allows each person to have their own settings.

If you have an administrator account, you can add new user accounts from the Microsoft Management Console. For detailed instructions on setting up new users, open Windows Help and search for "Create a user account."

Locating your serial number

You can locate the serial number for your J3500 from the:

- White label inside one of the battery bays of the tablet PC.
- Windows Start menu.
- BIOS Setup Utility.

To locate your serial number from the Start menu

1. From the Start menu, tap **Computer**, then tap and hold anywhere in the window to open the options menu. Select **Properties**.
2. Under the **System** section of the page, view **Model**.
   The serial number begins with "**S/N.**"

To access the BIOS Setup Utility

1. Restart your tablet.
2. As soon as the Motion Computing splash screen appears, either:
   - Press the Dashboard button ( ) located on the front of the tablet
   - Tap the screen

An alert sounds when you've accessed the BIOS Setup Utility. If you miss the splash screen, restart the computer and try again.

TIP: If a keyboard is attached, you can press **F2** to open the Setup Utility then press the arrow keys to select items and press Enter to select a submenu.

Backing up your system

To protect against loss or accidental deletion, schedule back ups to occur automatically on a regular basis. Windows 7 has a back up tool that you can use to set up what you want to backup and schedule backups on a regular basis.

To schedule back ups

1. From the Control Panel, tap **System and Security** category then tap **Back up your computer**.
2. Tap **Set up back up**.

   Follow the on-screen instructions.

You can restore files from a back up. For more information, open Windows Help and search for "Restore files from a backup."

Restoring your system

Windows 7 has specialized tools for restoring your system in case of system failure. This section covers:

- Creating a system image to use to restore your computer if necessary
- Restoring the computer from a system image using Windows control panel
- Restoring the tablet from BIOS if Windows 7 cannot run

NOTE: System images are designed for restoring your entire system at once when you have a serious problem with Windows 7. If you want to install particular files, folders or other data, use Windows Backup.

Creating a system image

You can use a system image to restore the contents of your tablet if it ever stops working. A system image is an exact copy of a drive and includes Windows 7, your system settings, programs, and files. The system image requires an external drive, such as a USB flash drive, on which to store the image.

NOTE: We recommend that you create a system image as soon as you set up your tablet and then periodically.

To create a system image

1. Locate a USB flash drive or other external drive on which to store your system image.
2. From the Windows Control Panel, tap **System and Security** category, then tap **Back up your computer**.
3. From the navigation bar on the left, tap **Create a system image**, then follow the on-screen instructions.

For complete instructions, open Windows Help and search for "Back up your programs, system settings, and files."

Restoring your system image from Windows Control Panel

Use the Recovery tool from the Control Panel to restore your system if you can still access Windows 7 or if you are restoring your system image onto a different computer.

To restore your system from Windows Control Panel

1. Locate the external drive that contains your system image.
2. From the Windows Control Panel, tap **System and Security** category, then tap **Backup your computer**.
3. Tap **Recover your system settings or your computer**, then **Advanced Recovery Methods**, then **Use a system image**...
4. Follow the on-screen instructions.

For more information, open Windows Help and search for "Back up your programs, system settings, and files."

Restoring your system image if you can't start Windows 7

If you need to restore your system and cannot access Windows 7, you can access the recovery tool from the BIOS screen.

NOTE: Before starting, locate the external drive that contains the system image you created previously (page 65).

To restore your system image from the BIOS screen

1. Locate the USB flash drive or other external drive where you stored your system image.
2. If it isn't already, attach a keyboard to the tablet.
3. Press the tablet's power button to start the tablet.
4. Press and hold the **F8** key to display the BIOS screen.

   You need to press the key *as soon as* the tablet starts up to access BIOS. If the Windows logo appears, you need to try again by waiting until the Windows logon prompt appears, and restarting your tablet from the Start menu.
5. On the **Advanced Boot Options** screen, select **Repair your computer** and press **Enter**.
6. Select a keyboard layout, then tap **Next**.
7. Select a user name and enter the password, then tap **OK**.
8. Attach the external drive that contains the system image.
9. On the **System Recovery Options** menu, tap **System Image Recovery**.

Follow the instructions to **Re-image your computer**.

Restoring your system without a system image

If you need to restore your Windows 7 system and you do not have a system image, you can restore Windows to its original factory image. This does not restore any of your files or any programs that you have installed.

To reinstall the original factory image

1. If it isn't already, attach a keyboard to the tablet.
2. Press the tablet's power button to start the tablet.
3. Press and hold the **F8** key to display the BIOS screen.

   You need to press the key *as soon as* the tablet starts up to access BIOS. If the Windows logo appears, you need to try again by waiting until the Windows logon prompt appears, and restarting your tablet from the Start menu.

4. On the **Advanced Boot Options** screen, select **Repair your computer** and press **Enter**.
5. Select a keyboard layout, then tap **Next**.
6. Select a user name and enter the password, then tap **OK**.
7. On the **System Recovery Options** menu, tap **Reinstall Windows**.
8. Tap **Yes** to reinstall Windows.
9. Check whether Windows was able to save any data from the tablet. Look in the folder called **Windows.old**.

NOTE: If the **Reinstall Windows** option is not available, the tablet does not contain a recovery partition. Use the recovery media that came with your computer to restore Windows.

Finding other software

For information about other software for your tablet, go to Motion Computing Accessories and the Motion Computing Store. You will find links to software solutions for purchase as well as free downloads from Motion Computing and its service partners.

Caring for your J3500 3

Proper care and maintenance will keep your J3500 Tablet PC working and in good condition for a long time. For general information about care of the tablet and its components and accessories, see the *Safety and Regulatory Guide* included with your tablet PC.

WARNING: Follow the guidelines listed below when caring for your tablet PC and its components. Improper use may damage the tablet PC and its components and void the warranty.

General care

- Protect the tablet PC from exposure to extreme temperatures, shock, liquids and strong magnetic fields.
- Do not place heavy objects on top of the tablet PC.
- If you are storing the tablet for a long time, unplug the power adapter and remove the battery after partially discharging it.
- Do not open the tablet case. Opening the case will void your warranty.

Caring for the display

Follow these suggestions to keep your display clean:

- Clean fingerprints and smudges from the display surface by wiping it with the display cloth provided.
- If needed, use a cleaning solution recommended by Motion Computing to clean the display. Spray the solution on a cloth then wipe the display. Never spray directly onto the display surface and never use an abrasive cleaner.
- If liquid is spilled on the display, wipe it up immediately with a soft cloth like the one provided with the tablet.
- Use only the J3500 pen to write on the display. Any other object could damage the display surface.
- Use a case when transporting the tablet PC to protect the display surface.
- Cover the display with a protective display film.
- Avoid exposing the display to direct sunlight for long periods of time.
- If your tablet comes with a View Anywhere display, clean with any alcohol-based product recommended for anti-reflective glass. Other cleaning products might leave a residue.

You can purchase protective display films and J3500 cases from the Motion Computing Accessories page.

Cleaning solutions

Motion Computing maintains a list of tested cleaning solutions and chemical disinfectants on the Motion Computing web site.

WARNING: Do not use any corrosive or abrasive cleaners to clean or disinfect the tablet.

Caring for the pen

If you use a pen with your tablet:

- Store the pen in the pen bay or in a case when not in use.
- Avoid storing the pen vertically on its tip. It can damage the pen-to-digitizer function.
- Keep the pen away from any liquid because the pen contains electronic components that could be damaged when wet.
- In certain environments, particles or debris can stick to the pen tip or the tablet PC display. Make sure you wipe off the pen with a soft cloth to avoid scratching the display.
- Change the tips regularly, especially if you drop the pen onto a rough surface that could damage the tip or embed debris in it. Damaged pen tips can scratch the display. See “Replacing pen tips” on page 71.

NOTE: To order pens or new pen tips, go to Motion Computing Accessories.

Replacing pen tips

Pen tips eventually wear down or get damaged, so the pen includes extra tips and a tool for replacing them.

With typical use, you should change the pen tip every 90 days. If you use the pen in a dirty or dusty environment, you should change the pen tip every 30 days. Particles can become embedded in the pen tip and scratch the display.

To replace the pen tip

1. Grasp the old tip with the replacement tool. Use the notch on the ring to grab the tip.
2. Pull the old tip out of the pen.
3. Insert a new tip, placing the flat end of the pen tip in first.
4. Apply slight pressure to push the tip in to place.

Cleaning the fingerprint reader

Under normal circumstances, you should clean the fingerprint reader once a month, or whenever necessary.

To clean the fingerprint reader

1. Shut down the tablet, unplug it, and remove the battery.
2. Lightly spray a cotton swab with household window cleaner.
3. Gently rub the sensor surface with the cotton swab, slowly rotating the swab so a new, clean surface of the swab is constantly exposed to the sensor surface. Do not allow cleaner to drip or run down into the electronics around the sensor.

   Do not use bleach, solvents, or abrasives. Do not spray or pour any liquid directly on the sensor.
4. After cleaning, gently rub the surfaces again with a clean, dry cotton swab. Use a clean swab each time you clean the sensor.

Caring for the tablet battery

To maximize the performance of the battery, condition the battery once a month. To condition it, run the tablet on battery power until the battery's charge level drops below 20 percent. Then use AC power until it is fully charged.

You will receive a message if the tablet detects that the battery needs conditioning.

For more information about batteries, see "Using the battery" on page 49.

Traveling with your J3500 Tablet PC

Use the following tips when you travel with your J3500 Tablet PC:

- Put the tablet PC in a case to protect the display. Motion Computing sells a variety of cases for the J3500. You can purchase one at the Motion Computing Accessories page.
- Store the pen in the pen bay located on the right side of the tablet.
- Pack the tablet PC securely in a briefcase or hand-carried luggage and keep it separate from toiletries, liquids and food. Do not pack it in checked luggage.
- Before extended use in the field or long trips away from AC power, adjust the power properties to maximize battery conservation. See "Changing the power plan" on page 54.
- For international travel, use the appropriate adapters for your destination's electrical outlets. You do not need to buy a voltage converter; the Motion AC adapter will automatically adjust to different voltages.
- You may want to carry proof of ownership or a merchandise passport when traveling internationally.
- Consult your insurance and credit card companies to learn about emergency travel assistance in case your tablet PC becomes lost or disabled.
- Do not carry your tablet through a metal detector.
- Turn off the tablet PC or place it in hibernation mode for airplane takeoff and landing.

NOTE: The FAA requires that you suspend Wi-Fi, Bluetooth and mobile broadband connections before boarding a plane. You can disable them all at once. To disable the wireless devices, open Motion Dashboard, tap the **Wireless** tab, and clear the check box next to each the wireless devices listed.

DANGER: Do not transport Li-ion batteries in checked baggage. The baggage hold can get very hot, which can overheat the Li-ion battery and result in an explosion. You can take up to two spare batteries in carry-on luggage, in addition to the one in the unit. Transporting batteries in checked baggage or transporting more than two spare batteries is a violation of federal transportation regulations.

Troubleshooting and FAQs

4

Motion Computing tablet PCs are thoroughly tested for performance and quality, but occasionally problems can still occur. If you do not find the information you are looking for in this section, go to Motion Computing Support.

Troubleshooting

Use the information in this section to identify and resolve common issues. If an issue has more than one potential cause, the most common cause is listed first.

Power problems

The tablet does not shut down

- An application might have stopped responding. Use Task Manager to manually stop the application. Press Ctrl+Alt+Delete or press the Security button and select **Start Task Manager**. You can also press and hold the power button for five seconds to force the tablet to shut down. However, this is strongly discouraged.

The tablet will not enter Hibernation mode

- Hibernation might not be enabled. Enable hibernation by adjusting the power button behavior from Motion Dashboard. See "Changing how the power button functions" on page 55.

The tablet does not return from Hibernation while on battery power

- The battery might be depleted. Plug the tablet in to AC power.

The power button is blinking but nothing is happening

- The tablet is in sleep mode. Press the power button to wake up the tablet. To power off the tablet completely, you can press and hold the power button about 5 seconds. However, this is strongly discouraged. Under normal conditions, power off the tablet from the Start menu by tapping **Shut down**.

The display goes black while the tablet PC is still turned on

- The tablet might have turned off the display to save power. To restore the display, touch the screen with your finger or the pen.
- The tablet might have gone into Sleep mode. Press and hold the power button for about one second.
- The tablet might have gone into low-battery Hibernation mode. In Hibernation mode, the power status light is off. Plug the tablet in to AC power, then press and hold the power button for about one second.

Battery problems

The battery does not last very long (less than three hours)

- Hot or cold conditions can adversely affect the battery charge. Use AC power if you are operating the tablet in these conditions.
- Accessory devices such as a DVD player and applications that make heavy use of the hard drive can drain the battery more quickly. Remove the accessory devices or use AC power if possible.
- Condition the battery once a month by using the tablet on battery power and allowing the battery charge to drop below 20 percent before connecting the battery to AC power.
- The battery may be weakening. Use a different battery if possible.

I lost data while swapping batteries

- You can swap batteries only if:
  - The tablet PC is running on AC power while you swap the battery.
  - You have a second battery to place in the second battery bay *before* removing the battery in the first battery bay.

  For information about swapping batteries, see "Hot swapping the battery" on page 53.
- For other battery optimizing tips, see "Battery and power management tips" on page 54.

Display problems

When I connect to an external monitor, the cursor appears on the external monitor and not on my tablet

- This is a known Windows 7 issue. If you have connected multiple touch-enabled displays, Windows may not assign touch to the correct display. To fix this issue, run **Setup** to assign touch to the appropriate display. Make sure a keyboard is attached to your tablet and then open Motion Dashboard. Tap **Pen & Tablet**, then tap **Tablet PC Settings**. Tap the **Display** tab, then tap **Setup** next to "Configure your pen and touch displays." Tap **Touch Input**, then press the **Enter** key until you see the instructions appear on the display that you want to use for touch input. Follow the on-screen instructions for setting up touch on this display.

When I disconnect an external monitor, the desktop area is larger than the tablet PC display

- The tablet may have expanded the desktop beyond the display area of the tablet PC display when it was connected to the external monitor. Use Motion Dashboard to reset the tablet PC to the display setting for stand-alone tablets. Open Motion Dashboard, tap **Display**. Then, from the **Display Scheme** drop-down list, select **Tablet Only**.
- The display resolution might not match the native resolution of the LCD display. You can use other display resolutions, but you will get the best display quality when the display resolution matches the native resolution of the LCD display. Use Windows Display Properties to set the display resolution to 1280x800 pixels. For more information, open Windows Help and Support and search for "change resolution".

The display goes black while the tablet PC is still turned on

- The tablet PC might have turned off the display to save power. To restore the display, tap or touch the screen.
- The tablet might have gone into Sleep mode. Press and hold the power button for about one second.
- The tablet might have gone into low-battery Hibernation mode. In Hibernation mode, the power status light is off. Plug the tablet in to AC power, then press and hold the power button for about one second.

The display is too dim

- The display brightness may be set too low. Use Motion Dashboard to brighten the display. Open Motion Dashboard, tap **Display**, then move the brightness slider to the desired level.

The display is unreadable or distorted

- The screen resolution and color quality may not be set correctly. Use Windows Display Properties to reset the display settings. From Windows Control Panel, select **Hardware and Sound** category. Under **Display**, change the resolution until the display appears normally.
- The display driver may have been removed or become corrupted. Use Windows Device Manager to reinstall the driver. For more information, open Windows Help and Support and search for "update driver".

  To update the display device driver

  1. Make sure that the tablet is connected to a network.
  2. In Control Panel, tap the **System and Security** category.
  3. Select **System**.
  4. Under System, select **Device Manager**.
  5. Expand **Display adapters**.
  6. Select the adapter and select **Action** > **Update Driver Software**.
  7. Follow the on-screen instructions.

Touch or pen problems

The tablet PC does not respond to the pen I am using

- Use only the J3500 pen with the tablet. The tablet PC does not respond to other digitizer pens, even Motion Computing pens for other models.

When I add an external display, touch input does not appear on the desired display

- Run touch set up on the desired display. Make sure a keyboard is attached to your tablet and then open Motion Dashboard. Tap **Pen & Tablet**, then tap **Tablet PC Settings**. Tap the **Display** tab, then tap **Setup** next to "Configure your pen and touch displays." Tap **Touch Input**, then press the **Enter** key until you see the instructions appear on the display that you want to use for touch input. Follow the on-screen instructions for setting up touch on this display.

When I write, I inadvertently click the function button on the pen

- Try adjusting how you hold the pen. Avoid resting your finger on the function button. You can also disable the function button. open Motion Dashboard then tap **Pen & Tablet**. Tap **Pen & Input Devices** and tap the **Pen Options** tab. Clear the check mark next to the box, "Use the pen button as a right-click equivalent."

The pen function button does not work

- You may not be pressing the button early enough. Try pressing and holding the pen function button before you touch the pen to the display surface.
- The pen function button may be disabled. To enable it, open Motion Dashboard then tap **Pen & Tablet**. Tap **Pen & Input Devices** and tap the **Pen Options** tab. Tap the check box next to the box, "Use the pen button as a right-click equivalent."

The eraser does not work

- The eraser may not be enabled. You can use Tablet and Pen Settings window to enable the eraser. See "Adjusting pen settings" on page 24. The eraser works on digital ink only, not text.

On-screen instructions require me to press Enter or Esc, but I don't have a keyboard

- Connect a keyboard to the tablet to continue.

The J3500 responds to my finger but not my pen

- The tablet may be configured to ignore pen input. To check, open Motion Dashboard then tap **Pen & Tablet**. Tap **Touch Settings** and tap the **Digitizer Options** tab. Set **Input mode** to the recognize both touch and pen.

The J3500 tablet is too sensitive to touch

- Consider changing a touch setting so that you have to double-tap the display to enable touch. Open Motion Dashboard then tap **Pen & Tablet**. Tap **Touch Settings** and then **Auto mode**.

The pointer on the screen does not align with the pen

- The pen may need to be calibrated. Open Motion Dashboard, then tap **Pen & Tablet**, tap **Calibrate digitizer**. A calibration program begins. Do not touch the display until the program has finished.

Front panel buttons

The buttons on the tablet PC do not do what I expect them to do

- The button functions may have been customized. You can use the Tablet and Pen Settings window to change the buttons to the desired functions. See "Configuring front panel buttons" on page 31.

Ports and connectors problems

The tablet does not recognize the USB device

- Windows 7 may take a short time to recognize the USB device. Wait a few moments to see if Windows recognizes the device.
- The device may not be connected properly. Check the connection and ensure it is inserted properly into the USB port.
- The correct driver might not be included with Windows 7. Check the manufacturer's website for a current driver.

The J3500 is in its dock, but the tablet does not recognize any accessory devices, such as the external disk drive or monitor

- The J3500 may not be fully seated in the dock. Remove it from the dock and then replace it.

The system does not recognize the Express card I inserted

- The card might be inserted improperly. Eject the card and re-insert it. Ensure the label side is up. See "Using the Express card reader (optional)" on page 61.
- The device may not have been tested for Windows compatibility. For a list of tested products, go to the Windows Marketplace Tested Products page at winqual.microsoft.com/hcl.

Network problems

The wireless adapter keeps connecting even when I do not want it to

- Disable the desired wireless adapter from the Motion Dashboard. Open Motion Dashboard, tap **Wireless** and clear the check box next to the wireless adapter that you want to disable.

I cannot connect to a wired Ethernet network

- The connection may be loose. Remove the Ethernet cable and reconnect it.
- The Ethernet network may be experiencing problems. Ask your neighbors if they have network access.
- Replace the Ethernet cable.

Wi-Fi problems

I cannot connect to a wireless Wi-Fi network

- Your J3500 may not have located a Wi-Fi network. From the Start menu, tap **Control Panel** then **Network and Internet**. View your active networks. If no network is connected, tap **Connect to a network** and select a network from the list.
- Wi-Fi must be enabled from the Motion Dashboard. Open Motion Dashboard, tap **Wireless** and tap the check box next to **Enable 802.11 Internal Wireless**.
- You may not have access to the network. Obtain a user name and password from an administrator for the network.
- Your tablet's security settings may prevent a connection, for example, broadcasting a network name may be enabled or encryption is turned on. Check with your system administrator.

Bluetooth problems

I cannot connect to a Bluetooth network

- Bluetooth must be enabled from the Motion Dashboard. Open Motion Dashboard, tap **Wireless** and tap the check box next to **Enable Bluetooth Internal Wireless**.
- Your Bluetooth device must be paired. From the notification area, tap the Bluetooth icon and select **Add a Device**. Make sure the Bluetooth device is discoverable according its manufacturer's instructions. Select the desired Bluetooth device from the list of available devices. Follow the on-screen instructions to complete the procedure.
- Your Bluetooth device is out-of-range. The Bluetooth devices are designed for short-range communication and can connect at distances up to 33 feet (10 meters).

No other Bluetooth device can detect the J3500 tablet

- From the notification area, tap the Bluetooth icon and select **Open settings**. On the **Options** tab, select **Allow Bluetooth devices to find this computer**.

I tried to pair my Bluetooth device several times but it is not detected:

- Bluetooth must be enabled from the Motion Dashboard. Open Motion Dashboard, tap **Wireless** and tap the check box next to **Enable Bluetooth Internal Wireless**.
- Ensure that the Bluetooth device you are adding is discoverable. See the device's manufacturer's instructions for more information.
- Ensure that the Bluetooth device battery is charged.
- Check which Bluetooth devices are connected. From the notification area, tap the Bluetooth icon and select **Show Bluetooth Devices**. The Devices window displays all the Bluetooth devices that are currently connected.
- For tablet PCs transferring files, both computers must turn on the Bluetooth device transfer wizard, although only the receiving computer needs to be discoverable. Tap the Bluetooth icon and then **Send a file** or **Receive a file**. When you do this, discovery is automatically turned on for the receiving devices.
- If the tablet still cannot detect the Bluetooth device, contact the device manufacturer for assistance.

My Bluetooth device doesn't work properly

- Some issues arise when using Bluetooth devices as listed below.

Bluetooth wireless tips

Motion Computing and its Bluetooth partners have worked to ensure a positive experience with this technology and to ensure Bluetooth interoperability. In doing so, we have found the following issues:

- **Interference**—If you are running Bluetooth and Wi-Fi at the same time, interference can affect the Bluetooth performance. This is most noticeable if:
  - You try to transfer large amounts of data, such as file transfers
  - Several Bluetooth devices are operating in an office simultaneously
- **Speech Recognition**—Bluetooth audio has not been fully developed for speech recognition. Therefore, for speech recognition, we recommend that you not use a Bluetooth wireless headset. A better solution is to use Motion Speak Anywhere, which can record clear audio, dictate notes and use voice commands without a microphone headset.
- **Disconnection**—Some Bluetooth devices will disconnect when they go into power-saving mode. Most devices will automatically reconnect when they become active again.
- **Incompatible drivers**—If you attempt to install other wireless headset or other audio drivers (such as Bluetooth or USB) over the tablet PC audio drivers, a malfunction of the tablet PC audio system may occur because the drivers may not be compatible.
- **Interoperability**—If you are having problems with interoperability of Bluetooth devices, contact the manufacturer of your Bluetooth device and check its compatibility with the Bluetooth software installed on your tablet PC.
- **Security**—Bluetooth devices use a passkey to create a secure connection between the tablet PC and the Bluetooth device. Although the passkey exchange helps to secure your data, Bluetooth wireless technology should not be considered completely secure.

Mobile broadband with GPS problems

I cannot connect to a mobile broadband network

- Mobile broadband is only available if you purchased your J3500 with the optional Mobile Broadband with GPS module.
- A mobile broadband network requires you to have a data plan from a cellular network provider.
- You may need a SIM card from your network provider. If the network is on a UMTS network (such as AT&T, Orange or T-Mobile), your network carrier must provide you with a SIM card and you insert the SIM card in the slot on the left side of the tablet. The SIM card contains your account information.
- Mobile Broadband with GPS must be enabled from the Motion Dashboard. Open Motion Dashboard, tap **Wireless** and tap the check box next to **Enable Mobile Broadband with GPS**.
- Motion Connection Manager must be running. The Motion Connection Manager icon appears in the notification area when it is running. To start it, from Windows Start menu, select **All Programs > Motion Computing > MotionCM**.
- Mobile broadband must be set up through the Motion Connection Manager. To set it up, from Windows Start menu, select **All Programs > Motion Computing > MotionCM**. Tap the Help icon and select the help topic, "Setting up mobile broadband." Follow the instructions to set up a network profile and connect to a mobile broadband network.

I changed my SIM card and now I cannot connect to my mobile broadband network

- After inserting a SIM card, the Motion Connection Manager must be restarted. From the notification area, tap the Motion Connection Manager icon and tap **Exit**. Restart the Connection Manager, from Windows Start menu, select **All Programs > Motion Computing > MotionCM**.

The GPS does not work

- The GPS receiver is only available if you purchased your J3500 with the optional Mobile Broadband with GPS module.
- Mobile Broadband with GPS must be enabled from the Motion Dashboard. Open Motion Dashboard, tap **Wireless** and tap the check box next to **Enable Mobile Broadband with GPS**.
- Motion Connection Manager must be running. The Motion Connection Manager icon appears in the notification area when it is running. To start it, from Windows Start menu, select **All Programs > Motion Computing > MotionCM**.
- GPS must be started from the Motion Connection Manager. Tap the Motion Connection Manager icon and select **Start GPS**.
- The GPS navigation or mapping application your are using must be able to handle standard NMEA GPS information.

My GPS isn't working properly

- Mobile Broadband with GPS must be enabled from the Motion Dashboard. Open Motion Dashboard, tap **Wireless** and tap the check box next to **Enable Mobile Broadband with GPS**.
- If performance is slow, you may be blocking the GPS antenna, which is located on the top of the tablet. Do not hold the tablet in this area (shown below) when using the GPS receiver.

Audio problems

No sound is coming from the built-in speakers

- Ensure that nothing is connected to the audio in/out jack. Connecting headphones or external speakers disables the built-in speaker.
- The volume may be set too low or muted. You can use Motion Dashboard to increase the volume or turn mute off. Open Motion Dashboard, then tap **Audio** and move the slider to the desired volume.

No sound is coming from the built-in speakers or external speakers

- The volume may be set too low or muted. You can use Motion Dashboard to increase the volume or turn mute off. Open Motion Dashboard, then tap **Audio** and move the slider to the desired volume.
- The integrated audio components may have been overwritten. If you install a third-party audio device (such as a USB or Bluetooth device), the integrated audio may stop working. If this happens, reinstall the audio drivers. After you install these, if you still have problems recording, contact your system administrator or service provider.

Motion QuickNav problems

Motion QuickNav doesn't respond

- Try to focus on another application then return to Motion QuickNav.
- Close Motion QuickNav from the notification area: tap and hold the Motion QuickNav icon and select **Exit**.
- If it still isn't responding, the Motion QuickNav process may have hung. Press Ctrl+Alt+Delete, tap **Start Task Manager**, tap the Processes tab, select **DialKeys.exe** then **End Process**.

Photos are backward (display mirror image)

- Set the camera rotation to Flip X. Open the Motion QuickNav tool bar then tap the camera icon , tap Options icon , tap the Camera tab, tap the **Camera** tab then under **Rotation**, select **Rotate 180 & Flip X**.

Camera makes a whirring sound and doesn't take a photo

- You may be covering up the camera lens.
- This can occur if you take many photos in sequence. Wait a few seconds before taking another photo. If that doesn't work, close the viewfinder and reopen it.

Barcode scanner is slow

- Remove any codes that you don't use. Tap the barcode scanner then tap the Options icon and disable the codes that you don't use.
- Lower the resolution, however, this affects accuracy. Tap the Options icon and select a lower resolution.

System problems

I forgot my BIOS password and cannot access my tablet

- You can enter several incorrect passwords before the BIOS temporarily locks the system. You can try again by restarting the system. If you still cannot log on, contact your system administrator.

The tablet seems to be operating slower than usual

- Reboot.
- The hard drive or solid state drive (SSD) may be full or nearly full. You can use Disk Cleanup to free up space on your drive. For instructions, open Windows Help and search for "disk cleanup."
- The hard disk drive may need to be defragmented. You can use the Disk Defragmenter to consolidate files and folders on the hard drive. For more information, open Windows Help and Support and search for "disk defragmenter."

  Note: Unlike traditional hard drives, SSD drives, like the one available on the J3500, see no performance benefit from traditional HDD defragmentation tools. Using these tools simply adds unnecessary wear to the SSD. It is recommended that you disable any automatic or scheduled defragmentation utilities on your tablet.

I want to make my tablet run faster

- Change the Power plan to **High Performance** from the Motion Dashboard Power tab.
- Adjust your Windows settings. For instructions, open Windows Help and search for "improve performance."

Frequently asked questions

How can I make the battery charge last longer?

- By default, the power plan for the J3500 is a balance between optimal performance and a long battery charge. If you want the tablet to run longer between charges, use the **Power saver** power plan. Open Motion Dashboard, tap **Power**. Tap **Power Options** and select **Power saver**.
- Use the Dynamic display setting. This automatically controls the display to conserve power. Open Motion Dashboard, tap **Display** then tap **Dynamic**.
- Set the display to the dimmest level you are comfortable with. Open Motion Dashboard, tap **Display** then move the Brightness slider to the desired level.
- Disconnect any Ethernet connections that are not being used. Disable the wireless adapter and Bluetooth adapter if you are not using them. Disconnect unnecessary USB devices. To disable the adapter, open Motion Dashboard, tap **Wireless** and clear the check box next to the adapters you are not using.
- Stop unnecessary background applications and processes.

How do I know if the tablet is charging when I plug it in to a power adapter?

- The battery status light on the right side of the tablet is amber when the tablet is charging.

How do I check the battery charge when I'm running on the battery?

- From the notification area, tap the battery icon .
- Locate the battery gauge button and indicator lights on the back of the tablet. The indicator lights show the remaining charge. Each light represents approximately 20% of a full charge. See "Checking tablet battery power" on page 49.

How do I clean the display screen?

- To clean the display screen, wipe it with a soft cloth (like the one supplied). Do not spray cleaners, pour any liquid, or wipe any abrasive cleaner on the screen or any surface of the tablet PC. Do not use tissues or paper towels to clean the screen. They contain wood fibers that may scratch the surface.
- Motion Computing maintains a list of tested cleaning solutions and chemical disinfectants on the Motion Computing web site.

How do I clean the View Anywhere display screen?

- To clean the View Anywhere display screen, wipe it with a soft cloth (like the one supplied). If needed, clean with any alcohol-based product recommended for use on anti-reflective glass. Other cleaning products may leave a residue. Do not spray cleaners, spray or pour any liquid, nor wipe any abrasive cleaner on the screen nor any surface of the unit. Do not use tissues or paper towels to clean the screen. They contain wood fibers and may scratch the surface.

Will scratches affect the performance of the display or digitizer?

- Our testing has not found appreciable loss of performance on a scratched display.

How sensitive is the screen to various elements?

- As with any computer or electronic device, you should protect the tablet PC from liquids, dirt and sand, other contaminants and extreme heat.

Will any monitor, USB device, keyboard or mouse work with the tablet PC?

- If the device has a driver for Windows, it will work with the tablet PC. For a list of products that have been tested for Windows, look for the Windows Marketplace Tested Products page on the Microsoft website.

How do I adjust the tablet PC for left-handed use?

- From the Motion Dashboard, tap **Pen and Tablet**, then **Tablet PC Settings**, then the **Other** tab. You can select left- or right-handed which changes the location of the menus.

How can I stop the display screen from rotating automatically?

- From the navigation area, tap the Motion icon then tap **Options** and clear **Automatic Display Rotation**.

What do I need to use the tablet PC in another country?

- You will need a travel plug adapter, which you can find in airports and travel stores. You do not need to buy a voltage converter; the Motion AC adapter will automatically adjust to different voltages.

Where can I learn more about my J3500?

- To learn more about the J3500, check out our training tutorials and knowledge base articles. Motion Computing also offers corporate training classes.

Can I recycle my old computer?

- Yes. Motion Computing has a recycling program that allows free return of all Motion branded products and non-Motion branded electronics with the purchase of a similar Motion tablet for processing and disposal in an environmentally safe manner. For details, go to Motion Computing recycling program.

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